

S-E-C-R-E-T
(When Filled in)

TERMS
11-3070

27 April 1971

60
73-39
B60

MEMORANDUM FOR: Chief, Transactions & Records Branch,
Control Division, Office of Personnel

SUBJECT : Custody of Honor and Merit Award presented to
Mr. Boris D. Tarasoff

Because of security restrictions, the Honor and Merit
Awards Board is acting as custodian of the subject's Honor
Award and related papers listed below:

Certificate of Merit

When security restrictions no longer prevail, the Awardee
may obtain his award by calling the Executive Secretary.

Ellin B. Glenn

Ellin B. Glenn
Executive Secretary
Honor and Merit Awards Board

Distribution:

- Original - Subject's OFF (No. 019-77)
- 1 - C/WH Support Staff
- 1 - HMAB Case File

S-E-C-R-E-T

Ad. 70

3/20/68

MEMORANDUM FOR: Mr. Doris D. Tursoff

THROUGH : Deputy Director for Plans

THROUGH : Chief, HR Division

SUBJECT : Certificate of Merit

1. The Honor and Merit Awards Board is pleased to announce that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

2. The award will be presented to you at a ceremony to be held in the near future. Members of your family, Agency associates, and intimate friends who are aware of your Agency affiliation may attend the ceremony.

3. Invitations to the ceremony will be extended by the Secretariat, Honor and Merit Awards Board, Office of Personnel, Extension 367. Please send to that office the names and phone numbers of the guests you would like to have invited, and indicate any dates on which you will not be available for such a ceremony.

ROBERT M. GAYNOR

ROBERT M. GAYNOR
Recorder
Honor and Merit Awards Board

Distribution:

- Orig - Addressee
- 1 - C/WH
- 1 - D/Pers Reader Chrono/OPF
- 1 - Sec't, HMAB
- 1 - Recorder, HMAB

SECRET
(If Not Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED
3 November 1970

1. SERIAL NUMBER: 019477
2. NAME (Last-First-Middle): *Juanita Lopez D.*

3. NATURE OF PERSONNEL ACTION: RETIREMENT (MANDATORY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM
4. EFFECTIVE DATE REQUESTED: MONTH 11, DAY 30, YEAR 70
5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V, CF TO V, X, CF TO CF
7. FINANCIAL ANALYSIS NO. CHARGEABLE: 1135 0990
8. LEGAL AUTHORITY (Completed by Office of Personnel): 62-88-643 Sect. 235c

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION
10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11. POSITION TITLE: OPS OFFICER
12. POSITION NUMBER: 0489
13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (G.S. I.B. etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 12 5
17. SALARY OR RATE: \$ 16,084

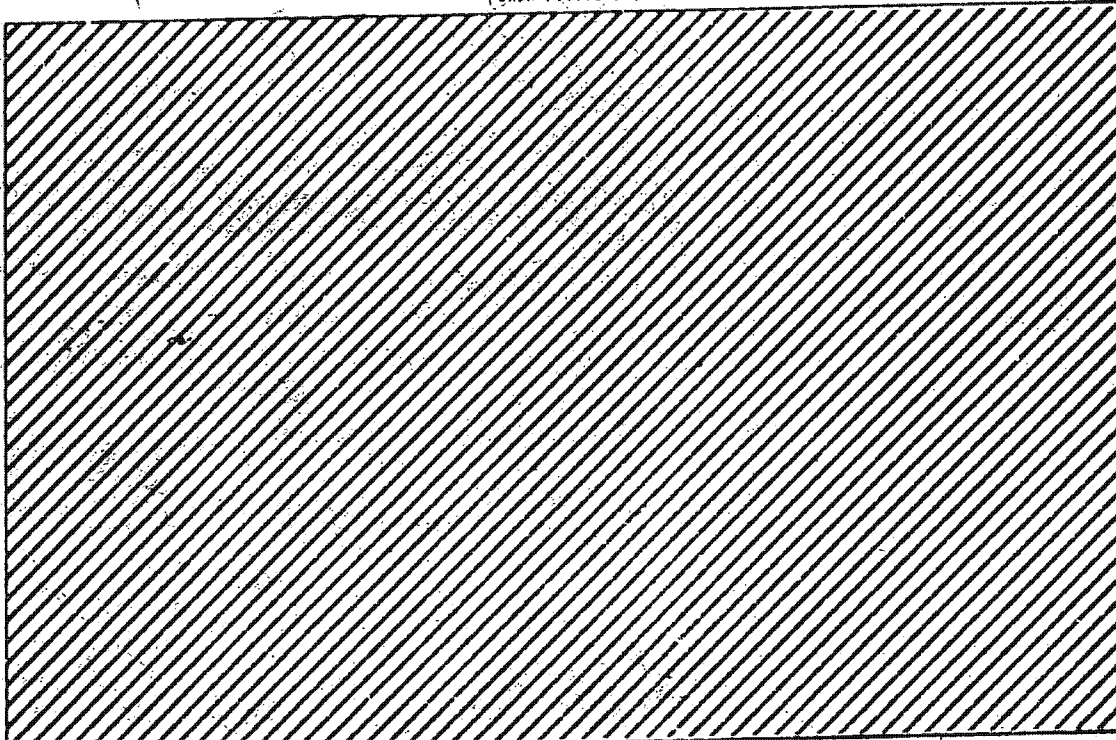
18. REMARKS: Not recommended for promotion to Senior Ops Officer
1 - Finance

18A. SIGNATURE: C/WH/Pers
DATE SIGNED: 4 Nov 70
18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [Signature]
DATE SIGNED: 4 Nov 70

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE: 45	20. EMPLOY. CODE: 10	21. OFFICE CODING: NUMERIC, ALPHABETIC	23. STATION CODE	23. INTEGREE CODE	24. HOO/IES CODE: 3	25. DATE OF BIRTH: 11/12/28	26. DATA OF GRADE: MO, DA, YR	27. DATE OF LEI: MO, DA, YR
28. NTE EXPIRES: MO, DA, YR	29. SPECIAL REFERENCE: 1-CS, 2-ORGN, 3-FICA, 4-ROBT	30. RETIREMENT DATA: CODE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA: TYPE, MO, DA, YR	33. SECURITY REQ. NO.	34. SEX	EOD DATA	
35. YET. PREFERENCE: CODE, 0-NONE, 1-5 PT, 2-10 PT	36. SERV. COMP. DATE: MO, DA, YR	37. LONG COMP. DATE: MO, DA, YR	38. CAREER CATEGORY: CAR RESY, PROV, TIMP, CODE	39. FEGLI HEALTH INSURANCE: CODE, 0-WAIVER, 1-YES	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE: CODE, 0-NONE, 1-BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA: FORM EXECUTED, CODE, 1-YES, 2-NONE	44. STATE TAX DATA: CODE, NO. TAX EXEMPTIONS, FORM EXECUTED, CODE, 1-YES, 2-NONE					
45. POSITION CONTROL CERTIFICATION: 11-5-70 uc	46. OP APPROVAL: [Signature]		DATE APPROVED: 1.05/70					

SECRET
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
Tarasoff, Boris	Self	70-0502

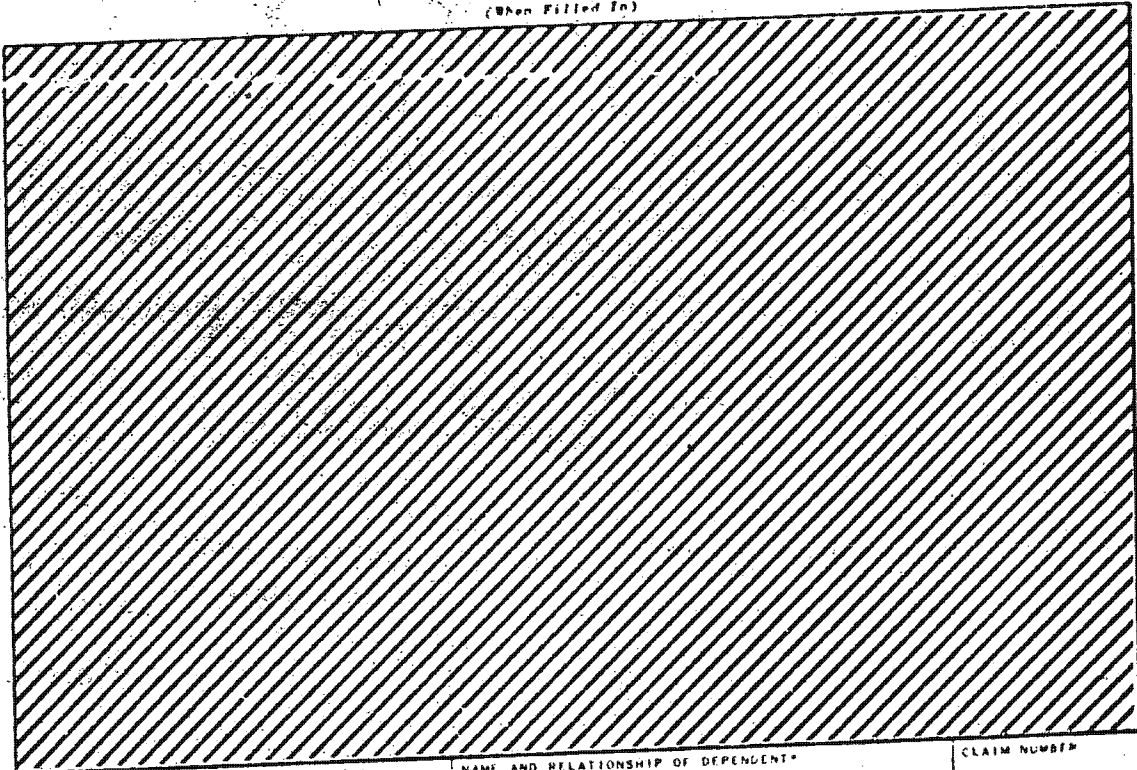
There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 2 Jan 69-5 Oct 69.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE 14 January 1970	SIGNATURE OF BSD REPRESENTATIVE <i>[Signature]</i>
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NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
Tarasoff, Boris	Wife-Anna	69-0264

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 22 June 1967.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE	SIGNATURE OF BSO REPRESENTATIVE
25 September 1967	<i>B. DeFalice</i>

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET

(If App. Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 25 AUGUST 1967	
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) Morgan, David			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 10 67		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V CF TO V XX V TO CF CF TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE 8135 0990		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION			10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO		
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0489 HXH	13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, L.R., etc.) GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 3	17. SALARY OR RATE \$ 11685	
18. REMARKS FROM: SAME/0418 1 - Finance					
18A. SIGNATURE OF REQUESTING OFFICER <i>Henry L. Berthold</i> Henry L. Berthold C/WH/Personnel		DATE SIGNED 25 August	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i>		DATE SIGNED [Date]
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY. CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 25024 WH		22. STATION CODE 45075	23. INTAGREE CODE
24. HOURS CODE 3	25. DATE OF BIRTH MO. DA. YR. 11 22 38	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	28. RETIREMENT DATA 1-TSC 2-DRCM 3-FILE 4-NONE	29. SEPARATION DATA CODE
30. NTE EXPIRES MO. DA. YR.	31. SPECIAL REFERENCE	32. CORRECTION, CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.	34. SER.	35. SOCIAL SECURITY NO.
36. VET. PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.	37. SERV. COMP. DATE MO. DA. YR.	38. LONG. COMP. DATE MO. DA. YR.	39. CAREER CATEGORY CAR. RESV. PROF. TEMP.	40. FEGLI HEALTH INSURANCE CODE CODE 0-WAIVER 1-YES	41. HEALTH INS. CODE
42. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NONE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		43. LEAVE CAT. CODE	44. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE
46. POSITION CONTROL CERTIFICATION				47. OP APPROVAL <i>[Signature]</i> 25 Sept 67	

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

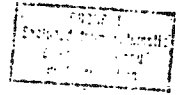
SECRET

2 AUG 1967

MEMORANDUM FOR: Director of Personnel
THROUGH : DDP/OP *Jaroslav Borze D*
SUBJECT : ~~████████████████████~~
Request for Early Home Leave

1. In accordance with HR 20-30b(3), it is requested that approval be granted for ~~██████████~~ ~~██████████~~ to begin home leave short of tour.
2. ~~██████████~~ has been ~~██████████~~ in Mexico City since 5 June 1963. He last returned from home leave on 13 January 1966 but because his wife's parents are in very poor health, the Station has requested on his behalf that the date of his home leave be advanced to 23 September 1967.
3. The Station and ~~██████████~~ are aware of the requirements to extend his next tour in Mexico City by the number of days his present tour will be reduced.
4. ~~██████████~~, a participant in the CIA Retirement and Disability System, will reach mandatory retirement age in November 1968. At that time he will be converted to contract employee status in order that the Division may retain his unique skills. (There is a continuing requirement for ~~██████████~~' services as the Station's Russian and Spanish translator which could not be met as effectively by the utilization of other personnel.)
5. If this request is approved, please coordinate on the attached cable to Mexico City.

SECRET



SECRET

James H. Brown

SUBJECT: ~~James H. Brown~~, Request for Early Home Leave

William V. Broe

William V. Broe
Chief
Western Hemisphere Division

Attachment:
Bio Profile

CONCUR:

Robert H. Graham
A DDP/OP

3 Aug 1967
Date

APPROVED:

Bob Bond
Director of Personnel

3 Aug 67
Date

SECRET

UNCLASSIFIED

INTERNAL USE ONLY

CONFIDENTIAL

SECRET

ROUTING AND RECORD SHEET

OP-865

SUBJECT. (Optional)

FROM:

ppm
Patricia P. MacDougall
WH/Personnel 3D5309

EXTENSION

6815

NO.

DATE

1 August 1967

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/WH/Personnel

B

2.

C/WH/1 3B4403

Wyl

3.

SB/Pers 5B4804

Bf

4.

C/WH/SS 3D3102

Is

5.

C/WH/D 3D3107

2 AUG 1967

B

6.

Mr. Collins
CSPS/AP GG10

3 Aug '67 *Dmc*

7.

8.

~~CONFIDENTIAL~~

9.

10.

DDP/OP 3C29

3 AUG 1967

3 Aug

APJ

11.

12.

D/Pers 5E56

PK

13.

WH/Pers
3D5309

14.

C/WH/D 3D3107

15.

*Call Linda
x 4516*

Hand Carry

*Subject has had
24 months continuous
service in Mexico since
6 September 1960.
CCS has no objection
6 to 10. This is in
accord with the agreement
you reached discussing
this with Chief, WH.*

*6 to 10 + 12.
Recommend approval.
Suggest Mr. Collins*

FORM 3-62

610 USE PREVIOUS EDITIONS

SECRET

CONFIDENTIAL

INTERNAL USE ONLY

UNCLASSIFIED

CLASSIFICATION: *SECRET*
FOR: PERSONNEL
NO: 8815
DATE: 1 AUGUST 1967

MESSAGE FORM
TOTAL COPIES: *14*

SECRET

1	ISSUING OFFICE	DATE
2		
3		
4		
5		

CLASSIFICATION DISSEMINATION

INDEX DISTRIB RETURN TO _____ FILE # _____
 NO INDEX FILE IN CS FILE NO.

BY: *30*

CONV: *QWH6* NO COPY

FILE NO. *c/ops ee, A/oo, c/ccs3, c/sps,*

SECRET

CITE DIRECTOR: *25160*

TO: MEXICO CITY
RYBAT/

- REFS:
- A. HNSD-7717
 - B. TR 20-145 (3)
 - C. HNSD-7984

1. DIRECTOR OF PERSONNEL APPROVES REF A REQUEST FOR HOME LEAVE SHORT OF TOUR. NEXT TOUR WILL BE EXTENDED BY NUMBER DAYS PRESENT TOUR SHORTENED.

2. HQS HAS DECIDED NOT TO GRANT EXCEPTION RETURNING PEINGLASS TO CIVIL SERVICE RETIREMENT EE SYSTEM BUT INSTEAD PLANS HIS USE AS A CONTRACT EMPLOYEE FOLLOWING RETIREMENT UNDER AGENCY SYSTEM IN NOVEMBER 1969. (SEE ED-5495 RE EMPLOYMENT OF ANNUITANTS)

3. WILL ADVISE RE TDY REPLACEMENT AND EXACT TIMING.

//END OF MESSAGE//

Mr. Conner (SB) x6412 will file TDYer.

T/S/PERS *[Signature]*

DDP/OO *[Signature]*

C/CS2S *[Signature]*

C/WE/L *[Signature]*

C/WH PERS *[Signature]*

William V. Brock
C/WE/D

George R. Thompson
C/WE/SS

COORDINATING OFFICER

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

ADMINISTRATING OFFICER

SECRET

XX13 REQUEST FOR PERSONNEL ACTION						DATE PREPARED 29 MARCH 1967	
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) Robert D. Cashman				3. NATURE OF PERSONNEL ACTION REASSIGNMENT	
4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 04 09 67		5. CATEGORY OF EMPLOYMENT REGULAR		6. FUNDS V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> XXX CF TO CF <input type="checkbox"/>		7. FINANCIAL ANALYSIS NO CHARGEABLE 7135-0990	
8. LEGAL AUTHORITY (Completed by Office of Personnel)				9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH I MEXICO CITY, MEXICO STATION			
10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO				11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0418	
13. CAREER SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (G.S. I.B. etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 P3	
17. SALARY OR RATE \$ 11306 4685		18. REMARKS FROM: SAME/0400 1 - Finance					
18A. SIGNATURE OF REQUESTING OFFICIAL Robert D. Cashman Chief, WH Personnel		DATE SIGNED 29 March		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Dow H. Lutscher		DATE SIGNED 29 March 67	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 37	20. EMPLOY. CODE R	21. OFFICE CODING NUMERIC ALPHABETIC 5162 WH		22. STATION CODE 45075	23. IN-DEGREE CODE 3	24. DDO/DTES CODE 11/02/00	
25. DATE OF BIRTH MO. DA. YR. 11 02 00		26. DATE OF GRADE MO. DA. YR. 11 02 00		27. DATE OF LEI MO. DA. YR.		28. MTE EXPIRES MO. DA. YR.	
29. SPECIAL REFERENCE		30. RETIREMENT DATA 1-ESC 3-TICA 5-NONE		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	
33. SECURITY RES NO.		34. SER		EOD DATA			
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY FAR ESSY FROM TEMP	
39. FEDERAL HEALTH INSURANCE CODE CODE 1-YES 2-NO		40. SOCIAL SECURITY NO.		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)			
42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE		45. DATE APPROVED 04-11-67	
46. DATE APPROVED 04-11-67		47. SIGNATURE OF APPROVING OFFICER Dow H. Lutscher					

XXR

SECRET
(If box filled in)

651

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 12 December 1966		
1 SERIAL NUMBER 019477		2 NAME (Last-First-Middle) Jardine, Mearl										
3 NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM					4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 18 66			5 CATEGORY OF EMPLOYMENT REGULAR				
6 FUNDS		V TO V		V TO CF		7 FINANCIAL ANALYSIS NO. CHARGEABLE 7135-0990		8 LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203				
CF TO V		X		CF TO CF		9 ORGANIZATIONAL DESIGNATIONS DDP/WH					10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO	
11 POSITION TITLE					12 POSITION NUMBER			13 CAREER SERVICE DESIGNATION D				
14 CLASSIFICATION SCHEDULE (GS, ZB, etc.)			15 OCCUPATIONAL SERIES		16 GRADE AND STEP 12		17 SALARY OR RATE S					
18 REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.												
18A SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING NUMERIC ALPHABETIC		22 STATION CODE	23 INTEGREE CODE	24 MOOTHS CODE	25 DATE OF BIRTH MO. DA. YR.		26 DATE OF GRADE MO. DA. YR.		27 DATE OF LEI MO. DA. YR.	
28 WTE EXPIRES MO. DA. YR.		29 SPECIAL REFERENCE	30 RETIREMENT DATA 1-ESC 2-PCA 3-NONE CODE 2		31 SEPARATION DATA CODE	32 CORRECTION CANCELLATION DATA TYPE MO. DA. YR.			33 SECURITY REQ NO		34. SER	
35 NET PREFERENCE CODE 0-NONE 1-5 FT 2-10 FT		36 SERV COMP DATE MO. DA. YR.		37 LONG COMP DATE MO. DA. YR.		38. CAREER CATEGORY CND RESV PROV TEMP		39 FEHLT HEALTH INSURANCE CODE 0-WRITER 1-YES HEALTH INS. CODE		40 SOCIAL SECURITY NO		
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42 LEAVE CAT CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44 STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45 POSITION CONTROL CERTIFICATION			
										46 O P APPROVAL DATE APPROVED		
12-136611										See memo signed by D/Pers dated 30 Nov 66		

SECRET

YXB

REQUEST FOR PERSONNEL ACTION					DATE PREPARED 9 APRIL 1965					
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) <i>[Redacted]</i>								
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED APR 11 65			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		7. COST CENTER NO. CHARGE 5135 0990		8. LEGAL AUTHORITY (Completed by Office of Personnel)						
9. ORGANIZATIONAL DESIGNATIONS DDP/WII BRANCH 3 MEXICO CITY, MEXICO STATION				10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO						
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0400		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (G.S. F.R. #A.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 1		17. SALARY OR RATE \$ 10,250				
18. REMARKS FROM: GS-11.3/\$9,240. TO BE EFFECTIVE 11 APRIL 1965.										
18A. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN C/WII/PERS				DATE SIGNED 4/10/65		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i>			DATE SIGNED 4/10/65	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51200 ALPHABETIC: WFL		22. STATION CODE 45075	23. INTEGREE CODE	24. MONTHS CODE 3	25. DATE OF BIRTH MO. DA. YR. 4 11 1908		26. DATE OF GRADE MO. DA. YR. 4 11 1965	27. DATE OF LEI MO. DA. YR. 4 11 1965
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CSE 2-FILA 3-None		31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA MO. DA. YR.		33. SECURITY REG. NO.		
35. VET. PREFERENCE CODE 0-None 1-5 PT 2-10 PT	36. SEVY. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR BESH PROV TEMP	39. FEGLI HEALTH INSURANCE CODE 0-WAIVER 1-YES		40. SOCIAL SECURITY NO.		
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		45. SOCIAL SECURITY NO.	
45. POSITION CONTROL CERTIFICATION <i>[Signature]</i> 04/07/65				46. O.P. APPROVAL <i>[Signature]</i> BK			DATE APPROVED 9 APR 1965			

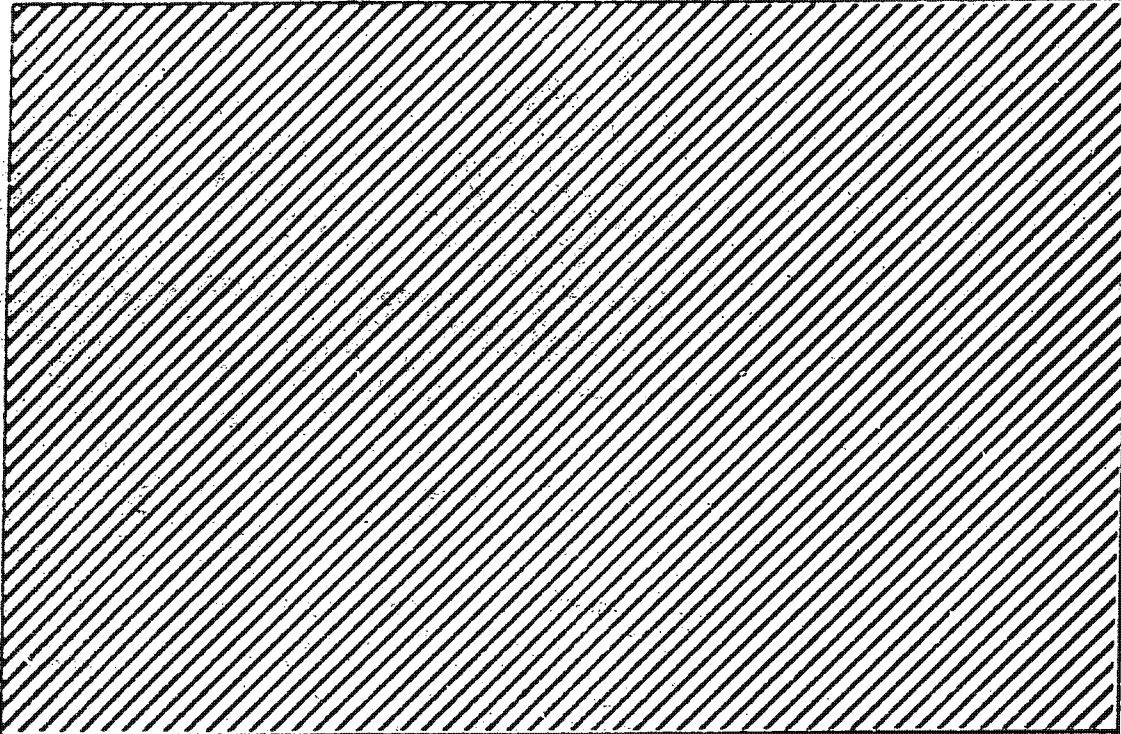
Recorded by
COPD

[Faint stamp]

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle) <i>Tracy, Ben D.</i>	NAME AND RELATIONSHIP OF DEPENDENT* <i>Self</i>	CLAIM NUMBER <i>12-010</i>
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There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on *2-1-66*. *Heart Infarction*

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE <i>5 SEP 1967</i>	SIGNATURE OF BSD REPRESENTATIVE <i>B. Detelice</i>
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NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION		DATE PREPARED 14 MAY 1963	
1. SERIAL NUMBER 019477		2. NAME (Last-First-Initial) [REDACTED] 06/05/63	
3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT		4. EFFECTIVE DATE REQUESTED 06 05 63	
5. FUNDS V TO V CF TO V		6. CATEGORY OF EMPLOYMENT REGULAR	
7. COST CENTER NO. CHARGE-ABLE 3135-5700-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP, WH BRANCH 3 MEXICO CITY, MEXICO STATION		10. LOCATION OF OFFICIAL STATION MEXICO, MEXICO	
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 400	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 11 3	17. SALARY OR RATE 8575
18. REMARKS 1 COPY TO FINANCE DIV. 1 COPY TO SECURITY C-02/59 ✓			
18a. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHEM, C/WH/PIRS		DATE SIGNED 5/14/63	18b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]
18c. DATE SIGNED 27 May 63			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 13	20. EMPLOY CODE 10	21. OFFICE CODE 4700	22. SALARY CODE 45075
23. RATE EXP RES	24. SPECIAL REFERENCE	25. SEPARATION DATA CODE	26. SEPARATION DATA
27. VET. PREFERENCE CODE 1	28. SERVA. COMP. DATE 06/02/62	29. CAREER CATEGORY CODE C	30. REG. / HEALTH INSURANCE
31. PREVIOUS GOVERNMENT SERVICE DATA	32. LEAVE DATA CODE 6	33. FORM EMPLOY CODE 00	34. FORM EMPLOY CODE
43. POSITION CONTROL CERTIFICATION W Kearney 05/63		44. D.P. APPROVAL Joseph B. [Signature]	DATE APPROVED 27 May 63

Recorded by
CSPD
[Signature]

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 14 May 1963					
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) TARASOFF, BORIS D. <i>06/04/62</i>							
3. NATURE OF PERSONNEL ACTION RESIGNATION				4. EFFECTIVE DATE REQUESTED MONTH <i>06</i> YEAR <i>62</i>		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS <input checked="" type="checkbox"/> X <input type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGEABLE 3235-1990-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS DDP WH CS/CS DEVELOPMENT COMPLEMENT				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11. POSITION TITLE I O FOREIGN DOC				12. POSITION NUMBER 9997		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.62		16. GRADE AND STEP 11 3		17. SALARY OR RATE 8575 ✓			
18. REMARKS FROM: SAME 1 COPY TO FINANCE DIVISION <div style="float: right; border: 1px solid black; padding: 5px;">Received by GGPD <i>ATM</i></div>									
18A. SIGNATURE OF REQUESTING OFFICIAL <i>Robert D. Casman</i> ROBERT D. CASMAN, C/WI/PERS				DATE SIGNED 3/4/63		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>For Myron Smith</i>			
				DATE SIGNED 28 May 1963					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC <i>34777</i> ALPHABETIC <i>W</i>		22. STATION CODE 0132	23. INTEREST CODE	24. MOD/POS CODE 1	25. DATE OF BIRTH MO. DA. YR. <i>06 04 1903</i>	26. DATE OF GRAD. MO. DA. YR.	27. DATE OF LEA. MO. DA. YR.
28. DATE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE <i>1960931</i>		31. SEPARATION DATA CODE TYPE	32. CORRECTION/CANCELLATION DATA MO. DA. YR.		33. SECURITY REQ. NO.	34. SEA
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.		36. SERV. COMP. DATE MO. DA. YR.	37. LEAVE COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR/PRES CODE PROV/TEMP		39. FEEDBACK / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES HEALTH INS. CODE		40. SOCIAL SECURITY NO.
41. PREVIOUS DEVELOPMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXEMPTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXEMPTED CODE 1 - YES 2 - NO		45. SOCIAL SECURITY NO.	46. STATE CODE
45. POSITION CONTROL CERTIFICATION <i>W. Keenan 06/05/63</i>				46. O.P. APPROVAL <i>Charles W. Clayton</i>			DATE APPROVED <i>28 May 63</i>		

SECRET

(When Filled In)

EMPLOYEE NOTICE OF RESIGNATION

I RESIGN EFFECTIVE _____ FOR THE FOLLOWING REASON:
 (Date)

MY LAST WORKING DAY WILL BE

DATE SIGNED

SIGNATURE OF EMPLOYEE

Boris D. Tausoff

FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (Number, Street, City, Zone, State)

INSTRUCTIONS

Items 1 thru 7 and Items 9 thru 18a - The initiating office should fill in each of the referenced items. Items 3 thru 7 and 9 thru 18 require information which pertains only to the action requested, and NOT to the current status of the employee unless specific items remain unchanged.

Item 5 - "Category of Employment" should show one of the following entries:

- | | | |
|-----------------------|------------|------------|
| Regular | Summer | WAE |
| Part Time | Detail Out | Consultant |
| Temporary | Detail In | Military |
| Temporary - Part Time | | |

Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:

- FIRST LINE
- Major Component (Director, Deputy Director, etc.)
 - Office, Major Staff, etc.
 - Division or Staff (subordinate to first line)
 - Branch
 - Section
 - Unit

Item 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.

Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.

ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in HB 20-800-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.

MMC: 5 JUNE 63

DEF

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)
019477	TARASOFF BORIS D

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT
RESIGNATION	MO DA YR 06 04 63	REGULAR

6. FUNDS	V TO V	V TO CF	7. COST CENTER NO. CHARGEABLE	8. ESC OR OTHER LEGAL AUTHORITY
<input checked="" type="checkbox"/>			3235 1890 1000	

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
I O FOREIGN DOC	9997	D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0132.62	11 3	8575

18. REMARKS

SIGNATURE OR OTHER AUTHENTICATION

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED			
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) TARASOFF, FORIS D.				30 OCTOBER 1962			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT + chg of SD				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 11 16 62		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS <input checked="" type="checkbox"/> X <input type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGEABLE 3235-1900-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS DDP WH CS/CS DEVELOPMENT COMPLEMENT				10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C.					
11. POSITION TITLE I O Foreign Dir				12. POSITION NUMBER 9997		13. CAREER SERVICE DESIGNATION OD			
14. CLASSIFICATION SCHEDULE (GS, LF, etc.) GS		15. OCCUPATIONAL SERIES 0132.62		16. GRADE AND STEP 11 3		17. SALARY OR RATE \$ 8,575			
18. REMARKS FROM: DDI/FDD/USSR BR/MATERIALS & INDUSTRY SECT./WASH. D.C. <div style="text-align: right;"> <p>Approved by <i>[Signature]</i> CONCURRENCE <i>[Signature]</i> 11/2/62</p> </div>									
18A. SIGNATURE OF REQUESTING OFFICIAL <i>[Signature]</i> P. C. BOWERS WH/PERS OFOR			DATE SIGNED 10/31/62		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i> Paul R. Wilton			DATE SIGNED 11/2/62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE 37	20. EMPLOY CODE 3	21. OFFICE CODING NUMERIC ALPHABETIC 14997 WH		22. STATION CODE	23. INTERFEE CODE	24. HOURS CODE	25. DATE OF BIRTH MO. DA. YR. 1 11 02 08	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. NET. PREFERENCE MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REG. NO.	34. SER
35. NET. PREFERENCE CODE	36. SERV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAREER/RESV PROV/TEMP	39. FECL/HEALTH INSURANCE CODE G - OTHER H - YES	40. SOCIAL SECURITY NO.		
41. PREVIOUS GOVERNMENT SERVICE DATA CODE			42. LEAVE DAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO			44. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO	45. SOCIAL SECURITY NO.	
45. POSITION CONTROL CERTIFICATION <i>[Signature]</i> 11/2/62				46. O.P. APPROVAL <i>[Signature]</i>			DATE APPROVED 11/2/62		

SECRET

REQUEST FOR PERSONNEL ACTION

21 April 1960

1. Serial No. 119477		2. Name (Last-First-Middle) TARASOFF BORIS D			3. Date Of Birth Mo. Da. Yr. 11 02 08			4. Vet. Pref. None-0 Code 5 Pt-1 10 Pt-2 1		5. Sex M 1	6. CS-FOOD Mo. Da. Yr. 02 20 56		
7. SCD Mo. Da. Yr. 06 02 51		8. CSC Reim. Yes-1 No-2 Code 1	9. CSC Or Other Legal Authority 50 USCA 403			10. Apmt. Affidav. Mo. Da. Yr.			11. FEGLI Yes-1 Code No-2	12. LCD Mo. Da. Yr. 02 20 56		13. MIL. SERV. CREDIT LEE Yes-1 Code No-2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECT.		Code 2720	15. Location Of Official Station WASH., D. C.		Station Code 75013
16. Dept. - Field Dept. - Code USMld - Frqn - 2	17. Position Title 10 FOREIGN DOC		18. Position No. 1146	19. Serv. GS	20. Occup. Series 0132.48
21. Grade & Step 10 1	22. Salary Or Rate \$ 6505	23. SD 00	24. Date Of Grade Mo. Da. Yr. 06 14 59	25. PSI Due Mo. Da. Yr. 06 12 60	26. Appropriation Number 0243-1010-0000 9/A300/R4/D01

ACTION

27. Nature Of Action Promotion	Code 30	28. Eff. Date Mo. Da. Yr. 5 1 60	29. Type Of Employee Regular	Code 01	30. Separation Data
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25

PRESENT ASSIGNMENT

31. Organizational Designations DDI/Office of Operations Foreign Documents Division USSR Branch Materials & Industry Section		Code 2720	32. Location Of Official Station Washington, D. C.		Station Code
33. Dept. - Field Dept. - Code USMld - Frqn - 2	34. Position Title IO (Foreign Doc)		35. Position No. 1146	36. Serv. GS	37. Occup. Series 0132.48
38. Grade & Step 11 01	39. Salary Or Rate \$ 7,030	40. SD OD	41. Date Of Grade Mo. Da. Yr. 5 1 60	42. PSI Due Mo. Da. Yr. 10 24 61	43. Appropriation Number 0243-1010-0000

SOURCE OF REQUEST

A. Requested By (Name And Title) Talbot Bielefeldt Chief, USSR Branch	C. Request Approved By (Signature And Title) <i>J.J. Bagnali</i> J. J. BAGNALI Chief, Foreign Documents Division
B. For Additional Information Call (Name & Telephone Ext.) Myron Shpur, Ext. 4876	

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control	<i>MS</i>		E.		
C. Classification			F. Approved By	<i>John instead of MS 4/29/60</i>	
Remarks					

W/ file 4/24/60

SECRET

REQUEST FOR PERSONNEL ACTION												5 June 1959			
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Pref.		5. Sex		6. CS - LCD		
		TARASOFF, Boris D.				Mo.	Da.	Yr.	None-0	Code		M	Mo.	Da.	Yr.
						11	02	08	5 Pt-1	1		02	20	56	
7. SCD		8. CSC Retrt.		9. CSC Or Other Legal Authority		10. Appt. Affidav.			11. FEGLI		12. LCD		13. ...		
Mo.	Da.	Yr.	Yes-1	Code		Mo.	Da.	Yr.	Yes-1	Code	Mo.	Da.	Yr.	Yes-1	Code
			No-2						No-2					No-2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDI/Office of Operations Foreign Documents Division USSR Branch Materials & Industry Section						Washington, D. C.					
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept - US/Id - Frgn -	Code	IO (Foreign Doc)				1147		GS		0132.48	
21. Grade & Step	22. Salary Or Rate	23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number			
09 03	\$ 6285	OD		Mo. Da. Yr.	Mo. Da. Yr.	5 12 57 5 15 60		9-4300-20-001			

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
Promotion				Mo. Da. Yr.		Regular					
				6/14/59							

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDI/Office of Operations Foreign Documents Division USSR Branch Materials & Industry Section						Washington, D. C.					
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept - US/Id - Frgn -	Code	IO (Foreign Doc)				1146		GS-		0132.48	
38. Grade & Step	39. Salary Or Rate	40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number			
10 01	\$ 6505	OD		Mo. Da. Yr.	Mo. Da. Yr.	8 14 57 6 17 61		9-4300-20-001			

SOURCE OF REQUEST

A. Requested By (Name And Title)		Talbot Bielefeldt Chief, USSR Branch		C. Request Approved By (Signature And Title)		J. J. BAGNALL Chief, Foreign Documents Division	
B. For Additional Information Call (Name & Telephone Ext.)				Myron Shpur, Ext. 570			

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control		10 1959	E.		
C. Classification			F. Approved By		
Remarks					

STANDARD FORM 52
 PREPARED BY THE
 U. S. CIVIL SERVICE COMMISSION
 REGULATORY DIVISION - FEDERAL PERSONNEL
 MANUAL, CHAPTER II

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
 If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr.-Miss-Mrs.- One given name, initial(s), and surname) Mr. Boris D. Tarasoff		2. DATE OF BIRTH 2 Nov 1908	3. REQUEST NO.	4. DATE OF REQUEST 2 May 57
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion		6. EFFECTIVE DATE A. PROPOSED: asap		7. C. S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED:		

FROM-	8. POSITION TITLE AND NUMBER	TO-
Foreign Docs. Officer - K653.04-X GS-0132.48-7, \$4660.00 p.a. DDI/Office of Operations Foreign Documents Division USSR Branch Washington, D. C.	9. SERVICE GRADE AND SALARY	Foreign Docs. Officer - K653.04 GS-0132.48-9, \$5440.00 p.a. DDI/Office of Operations Foreign Documents Division USSR Branch Washington, D. C.
	10. ORGANIZATIONAL DESIGNATIONS	
	11. HEADQUARTERS	
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title) Talbot Bielerfeldt Chief, USSR Branch	D. REQUEST APPROVED BY <i>J. J. Pacnall</i> Signature: Title: J. J. PACNALL, Chief, Foreign Docs. Div.
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Myron Shpur, ext. 576	

13. VETERAN PREFERENCE	14. POSITION CLASSIFICATION ACTION
NONE WWII OTHER S.P.T. 10-POINT DISAB. OTHER <input checked="" type="checkbox"/>	NEW VICE I. A. REAL SD-OD

15. SEX M	16. APPROPRIATION FROM TO: 7-4301-20	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVIT'S (ACCESSIONS ONLY)	19. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED
---------------------	--	--	---	--

20. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL	<i>gw</i>	<i>5/7/57</i>	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			

F. APPROVED BY *M. C. [Signature]*

STANDARD FORM 52 PROPOSED BY THE U. S. CIVIL SERVICE COMMISSION APPLICABLE TO ALL PERSONNEL EXCEPT EMPLOYEES OF FEDERAL AGENCIES		REQUEST FOR PERSONNEL ACTION	
REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.			
1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Mr. Boris D. Karnasoff	21 Nov 1908		27 Sep 56
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment		6. EFFECTIVE DATE A. PROPOSED: ASAP B. APPROVED:	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)			
FROM— Foreign Documents Off. - K777.99(01) GS-0132.48-7, \$425.00 per annum DDI-Office of Operations Foreign Documents Division USSR Branch Washington, D.C.	9. POSITION TITLE AND NUMBER 10. SERVICE, GRADE, AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS	TO— Foreign Documents Off. - K653.04-7 GS-0132.48-7, \$425.00 per annum DDI-Office of Operations Foreign Documents Division USSR Branch Washington, D.C.	12. FIELD OR DEPARTMENTAL <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL
13. REMARKS (Use reverse if necessary) Present incumbent (James Whalen) will be resigning cob 28 September.			
14. REQUESTED BY (Name and title) Talbot Bielefeldt Chief, USSR Branch		15. REQUEST APPROVED BY Signature: <i>Brian...</i> Title: Acting Chief, Foreign Documents Division	
16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Nora Shear, Ext. 570			
17. VETERAN PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input checked="" type="checkbox"/> DISAB. OTHER		18. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD-OD	
19. SEX M	20. APPROPRIATION FROM: 7-4301-00 U.S. TO:	21. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	22. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
23. STANDARD FORM 50 REMARKS			
24. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			SEP 27 11 56 AM '56
B. CEIL. OR POS. CONTROL	JUL 14/56		
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			
25. APPROVED BY			

CONFIDENTIAL

STANDARD FORM 52
 FORMS ISSUED BY THE
 U. S. CIVIL SERVICE COMMISSION
 JANUARY 1953 - FEDERAL PERSONNEL
 MANUAL, CHAPTER IV

CONFIDENTIAL

VOUCHERED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
 If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) **Mr. Boris D. Tarasoff**
 2. DATE OF BIRTH **2 Nov. 1908**
 3. REQUEST NO.
 4. DATE OF REQUEST **25 June 56**

5. NATURE OF ACTION REQUESTED:
 A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)
Reassignment and Change of Service Designation
 6. EFFECTIVE DATE & PROPOSED: **ASAP**
 7. C. S. OR OTHER LEGAL AUTHORITY

8. POSITION (Specify whether establish, change grade or title, etc.)
 FROM: **Intell. Assistant - BVP - 8141 GS-0301.28-7, \$4525.00 per annum**
 TO: **Foreign Docs. Officer - NT77.99(OL) GS-0132.46-7, \$4525.00 per annum**

9. SERVICE, GRADE, AND SALARY
 10. ORGANIZATIONAL DESIGNATIONS
 11. HEADQUARTERS
 12. FIELD OR DEPARTMENTAL
 FROM: **DDP/PI Staff
 Division D Project PRJOINPLY
 Office of the Chief
 Branch 2 Section B.
 Washington, D. C.**
 TO: **DDI/Office of Operations
 Foreign Documents Division
 USSR Branch
 Washington, D. C.**

A. REMARKS (Use reverse if necessary)
 Action has been coordinated with Career Service Boards concerned.
 Two copies forwarded to Office of Security.
 Loss Notice attached.
Concur for PB jointly: R. B. Ledford 9/29/56

B. REQUESTED BY (Name and title) **Talbot Bielefeldt
 Chief, USSR Branch**
 C. REQUEST APPROVED BY
 Signature: *J. J. [Signature]*
 Title: **J. J. [Title], Chief, For. Docs. Div.**

D. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Wren Sharp, Ext. 576

13. VETERAN PREFERENCE
 14. POSITION CLASSIFICATION ACTION
 FROM: **SD-B**
 TO: **SD-OD**

15. SEX **M**
 16. APPROPRIATION
 FROM: **6-2306-23**
 TO: **4-4301-20**
 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) **Yes**
 18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
 19. LEGAL RESIDENCE
 CLAIMED PROVED
 STATE:

20. STANDARD FORM 50 REMARKS
*Case by Knott 5/19/56
 2) [Signature]
 5/19/56
 S. U. [Signature]*

21. CLEARANCES
 INITIAL OR SIGNATURE DATE REMARKS
 A.
 B. CEIL OR POS CONTROL
 C. CLASSIFICATION
 D. PLACEMENT OR EMPL.
 E.

F. APPROVED BY **Robert [Signature]** per 9/14/56

STANDARD FORM 52
 PREPARED BY THE
 U. S. CIVIL SERVICE COMMISSION
 SUBJECT: NEW-PLACEMENT, PROMOTION,
 DEMOTION, CHAPTER 5

REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
 If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname) TALASO, F. Boris Dimitri	2. DATE OF BIRTH Nov. 2, 1908	3. REQUEST NO.	4. DATE OF REQUEST 18 Aug. 1955
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) EXCEPTED APPOINTMENT		6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: 207 N. 56	

FROM—	8. POSITION TITLE AND NUMBER	TO— INTEL/ASST	6141
	9. SERVICE, GRADE, AND SALARY	Intel-Analyst (Gen)	DVP-6141-01
	10. ORGANIZATIONAL DESIGNATIONS	GS-9132-36-07	\$4525
	11. HEADQUARTERS	207-28-7	AS Jointly
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	DD/P FI Staff	
		Division D Project	
		Office of the Chief	
		Branch 2 Section B	
		Washington, D. C.	
		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	DI

A. REMARKS (Use reverse if necessary)
*Request Expedited Clearance for AS Jointly
 Action Coordinated with 'D' and DI CS Rules.
 165*

B. REQUEST APPROVED BY FRANK B. ROULETT, Chief, FI/SD	D. REQUEST APPROVED BY Signature: _____ Title: _____
C. FOR ADDITIONAL INFORMATION CALL (Give name and telephone extension) Frank B. Roulett 23030	

13. VETERAN PREFERENCE	14. POSITION CLASSIFICATION ACTION
NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER S-P.T. <input type="checkbox"/> <input type="checkbox"/> PRINT <input type="checkbox"/> <input type="checkbox"/> OTHER <input type="checkbox"/>	NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/>
	SD:D

15. SEX M	16. RACE W	17. APPROPRIATION FROM: 6-2300-23	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED
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21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTR.	<i>Jos 22 Aug</i>		
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.			
E.			


F. APPROVED BY
R. A. Stricklin *Al. Colford 8/19/55*

CONFIDENTIAL

SECURITY INFORMATION

REPORT OF INTERVIEW		1. DATE OF INTERVIEW	2. PLACE
3. PREVIOUS APPLICATION		6/12/55	Berkeley, Calif.
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 4. INTERVIEWER: JWinter 5. REFERRED BY: Pusby/RK			
6. NAME (last name first, in caps) TARASOFF, Boris Dimitri			
7. PERMANENT ADDRESS			TELEPHONE
8. BUSINESS ADDRESS			TELEPHONE
9. TEMPORARY ADDRESS			TELEPHONE
10. DATE OF BIRTH	12. CITIZENSHIP		
11/2/08	<input checked="" type="checkbox"/> U.S. <input type="checkbox"/> OTHER (list country)		
11. PLACE OF BIRTH	ACQUIRED BY:		
EKATERINOSAV, Russia	<input type="checkbox"/> Birth <input checked="" type="checkbox"/> Naturalization (date)		
13. <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widower <input type="checkbox"/> Divorced			
15. FOREIGN RELATIVES, INCLUDING WIFE (REG. 10-9)			14. NO. OF DEPEND. (Excluding wife)
None			
16. EDUCATION (SCHOOLS, DEGREES, DATES, MAJORS, THESIS TITLE, GRADE AVERAGE OR CLASS STANDING, EXTRA-CURRICULAR ACTIVITIES, ETC.)			
Russian University, New York, N.Y. 1924-26. General Course. (XX)			
17. MAJOR EMPLOYMENT HISTORY (EMPLOYERS, POSITIONS, DUTIES, SALARIES, REASONS FOR LEAVING)			
1/52 to present: YWCA, Oakland, Calif. Building Eng. \$305. mo. 12/45-10/51: American National Red Cross, Cleveland, Ohio. Building Maintenance man. \$265 mo			
18. MILITARY EXPERIENCE (BRANCH, SERIAL NO., STATIONS, TRAINING DUTIES, COMMAND RESPONSIBILITIES, RANK HELD, RESERVE STATUS, CURRENT PROFICIENCY AND INTEREST). INCLUDE ALSO DRAFT, ACTIVE MILITARY OR RETIRED STATUS.			
US Army. T/4. 2/41-11/45. Honorable Discharge. 20248288. Was Special Agt. in Germany and was used as interpreter between US and Soviet forces for short while.			

CONFIDENTIAL
SECURITY INFORMATION

19. AREA KNOWLEDGE (LANGUAGE TYPE) CLASSIFY FOR SECURITY INFO							
Ger., WW II							
20. LANGUAGE FACILITY (WRITE TESTS, WRITING SKILL, BARRANTS AND DATE RECEIVED)							
Language	Native Fluency	Fluent but Foreign	Adequate for Translator	Adequate for Research	Adequate for Travel	Limited	Acquired By
Russian		R, S, W, U					Study and home
German					R, S, W, U		Residence
French					R, S, W, U		Study
21. SALARY REQUESTED <u>GS-7</u> <input type="checkbox"/> POOL INTEREST <input type="checkbox"/> YES <input type="checkbox"/> NO							
22. ACCEPTABLE STATION <input checked="" type="checkbox"/> Washington, D.C. <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Anywhere in U.S. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Overseas <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO PREFERENCE LIMITATIONS							
23. HEALTH <u>Good</u>							
24. FORMS GIVEN <input checked="" type="checkbox"/> PMS <input checked="" type="checkbox"/> App. 1 <input checked="" type="checkbox"/> M's <input checked="" type="checkbox"/> Sec. 10000 <input type="checkbox"/> All Required							
26. EVALUATION AND RECOMMENDATION (APPEARANCE, MANNER, PERSONALITY, MATURITY, MOTIVATION, CREDIBILITY, INTELLIGENCE, EMOTIONAL STABILITY, QUALIFICATIONS FOR INTELLIGENCE WORK, CAREER PLANNING, OVER-ALL IMPRESSION, PERTINENT UNFAVORABLE FACTORS)							
<u>PROFESSIONAL</u>							
<p>There's nothing outstanding about Tarasoff - just an average joe trying to make a living and without the ambition, energy, perspicacity to make use of a saleable article: knowledge of Russian. Physically he's sort of soft, tends to be overweight - he's about 5'8" tall, and about 190 in weight. His personality is on the negative side, his manner dull.</p> <p>Tarasoff was greatly interested in the possibility of working for the US Government. He wants that security. And he has about reached the end of the line salary wise as a maintenance man or building superintendent. Tarasoff is willing to work in D.C. but insists on a GS 7 because he has to support a wife and two children. He does not mind the sedentary aspects of Project Detail - I doubt if he'd be interested in anything that wasn't sedentary. He also liked the the other aspects of Detail and I would think from talking with him that he would be quite able to handle a job on Detail. He can translate - reads with a great deal of ease. His PHS I notice indicated he's interested only in o/s - this is not what he told me; he is interested in US also but he will go o/s if necessary.</p> <p>I recommend Tarasoff for a GS 7 on Project Detail.</p>							
27. RECOMMENDED FOR				28. SERIAL NUMBER			
<u>Busby/Project Detail</u>				NO.			
29. TESTS				<div style="text-align:right;">  Signature of _____ Date <u>7/4/55</u> </div>			

CONFIDENTIAL

SECRET
(When Filled In)

1. PERS. SERIAL NO.		BIOGRAPHIC PROFILE (PART I) SCD: 2 Jun 1951				
019477		2. NAME (Last-First-Middle)		3. SER	4. DATE OF BIRTH	5. ADULTERY COMP. DATE
		[Redacted]		X	2 Nov 1908	20 Feb 1956
6. MARITAL STATUS	7. DEPENDENTS (Incl. own)	8. NO. YEARS OF BIRTH		9. US NATURALIZATION CATEG.		
Married	3	1923 1965 1949		1936 Russia; NA		
10. CAREER STAFF STATUS	MEMBERSHIP	OTHER STATUS		11. LAST HDQ. DPT. QUAL. FOR	EVAL. FOR	
	Feb 1959			Mar 1963	FCS C/S	FCS O/S
12. CURRENT RESERVE STATUS	NON-SERVICE	GRADE	ACTIVE DUTY WITH CLA CAT.-1	RELEASE TO MIL. SER. CAT.-2	TO BE RETIRED DEFERRED CAT.-3	
	X					
13. ASSESSMENT DATE		14. PROFESSIONAL TEST DATE		15. LANGUAGE APTITUDE TEST DATE		
None		Feb 1956		None		
16. NON-CIA EMPLOYMENT						
1936-40 J. F. Sullivan, General Contractor, Bronx, NY - Supervisor of Crews						
1941-45 Military Service, US Army, CIC, T/4 - Special Agent						
1945-51 American National Red Cross, Cleveland, Ohio - Building Maintenance						
1951 Aero-Tech, Oakland, Calif - Shop Maintenance (2 mos)						
1952-56 YMCA, Oakland, Calif - Building Engineer						
17. NON-CIA EDUCATION						
Born and lived in Russia until 1920, in Istanbul 1920-23						
1924-26 Russian Univ of New York, NYC - Russian English, History						
1927 Cooper Union Art School, NYC - Fine Arts (10 mos)						
1944-5 NITC, Camp Ritchie, Md - CIC (2 mos); 1945 Univ of Pa - German Lang						
1950-51 Cooper School of Art, Cleveland, Ohio - Commercial Art						
1953-54 Oakland Art Institute, Oakland, Calif - Advertising Art						
18. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)						
Russian - R,W,P,S,U Native; Transl & Interpr - Apr 1957						
Ukrainian - R,W,S,U Inter; P High - Apr 1957 - Interpr						
White Russian (Byelo) - R,W,S,U Inter; P High; Interpr - Apr 1957						
19. AGENCY SPONSORED TRAINING						
1952-3 Spanish						
1956 English Usage Review						
1957 Intel Oricat						
1957 Basic Country Surv-USSR for FDD						
1958 Non-clerical Basic Typing						
1959 Writing Workshop						
20. CIA EMPLOYMENT HISTORY SINCE 16 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)						
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	SO	ORGANIZATION & ORG. TITLE (If any)	LOCATION	
Feb 1956	Intel Asst	0301.28	7	D DDP/FIS/DivD/PBJOINTLY	Hq	
Jun 1956	" "	0132.48	7	OD OO/FDD/USSR Br	"	
Sep 1956	For Docs Off	0132.48	7	OD " " " "	"	
May 1957	" " "	0132.48	9	OD " " " "	"	
Jun 1959	I.O. (For Doc)	0132.48	10	OD OO/FDD/USSR Br/Mater&IndusSec	"	
May 1960	" " "	0132.48	11	OD " " " " " "	"	
Nov 1962	" " "	0132.48	11	OD DDP/WH/CS/CS Dev Comp)	"	
Jun 1963	Ops Off (SA)	0136.01	11	D DDP/WH-3	Mexico Cit	
Apr 1965	" " "	0136.01	12	D DDP/WH-1	"	
21. DATE REVIEWED		22. PROFILE REVIEWED BY		23. ITEMS 1-18 REVIEWED & VERIFIED BY EMPLOYEE		
10 Nov 1969		hms/hc		14 Jun 1960		

((Continued on next page))

SECRET
(When Filled In)

PERS. SERIAL NO. 019477		BIOGRAPHIC PROFILE (PART I - Continued)	
NAME (Last-First-Middle) XXXXXXXXXX <i>Jaroslav Pivis</i>		DATE OF BIRTH 2 Nov 1908	
<p>17. Foreign Language Abilities - Continued:</p> <p>Bulgarian - R,W Inter (Apr 1959) P,S,U Slight; T None - Apr 1959</p> <p>Slovak - R,U High; P Native; W,S,T None - Apr 1957</p> <p>Polish - R (Inter) P,S,U Slight; W,T None - Jun 1959</p> <p>Czech - R Inter (Feb 1960)</p> <p>Sorb-Croat(Serb) - R Inter (May 1959)</p> <p>French - R Inter; W,P,S,U,T None - Disclaims proficiency Feb 1967</p>			
DATE REVIEWED 10 Nov 1969		PROFILE REVIEWED BY hrs/hc	

SECRET

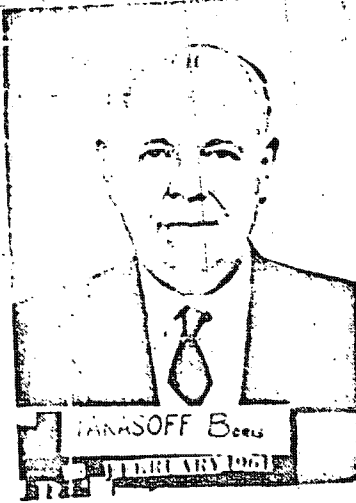
BIOGRAPHIC PROFILE (PART 2)

PERS. SERIAL NO.
19477

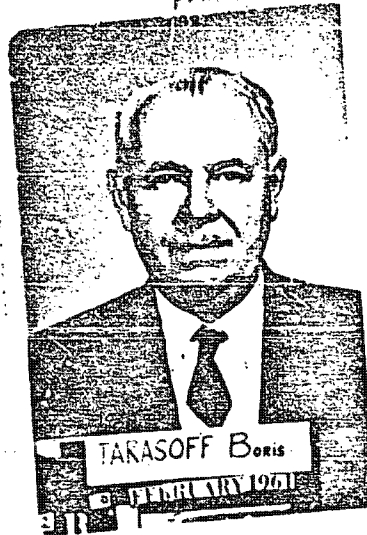
DATE OF BIRTH
Nov 1908

NAME (Last-First-Middle)
TARASOFF, Boris Dimitri

18. SUMMARIES OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS



Color Photo Inserted Behind
Biographic Profile in
TRUE NAME

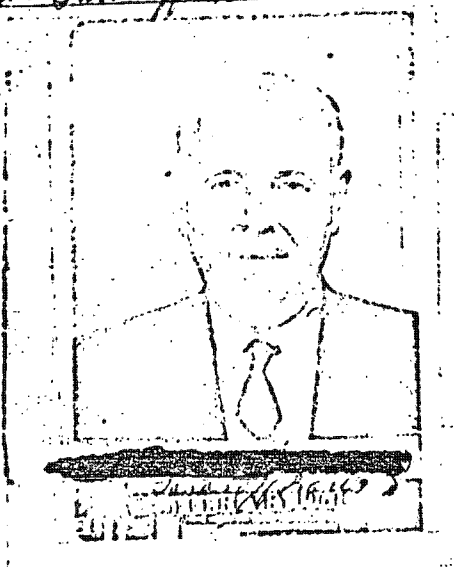


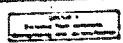
27. DATE REVIEWED
10 May 1960

28. PROFILE REVIEWED BY
OP/POD/CAB/hms

57

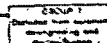
SECRET
(When Filled In)

PERS. SERIAL NO. 019677		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) XXXXXXXXXXXXXXXXXXXX Jarasoff, Bruce D.		DATE OF BIRTH 2 Nov 1968	
23. PHOTOGRAPH			
			
24. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
25. ADDITIONAL INFORMATION			
26. DATE REVIEWED 10 Nov 1969		27. PROFILE REVIEWED BY hms/hc	



SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				019477			
SECTION A				GENERAL			
1. NAME (Last) <i>Tracy</i> (First) <i>Paul</i> (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
XXXXXXXXXXXXXXXXXXXX			2 Nov 1908	M	GS-12	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
Ops Officer			DDP/WH/1		Mexico City		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY	<input type="checkbox"/>	INITIAL
<input type="checkbox"/>	CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/>	SPECIAL (Specify):			<input type="checkbox"/>	SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 28 February 1969				12. REPORTING PERIOD (From - to) 1 January 1968 thru 31 December 1968			
SECTION B				PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Translation of Russian language product into English transcript						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Preparation of personality and assessment reports on individual Soviets based on the above.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Translation of Russian letters into English.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Transcription of English language conversations						P	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
<p align="center">OVERALL PERFORMANCE IN CURRENT POSITION</p>						RATING LETTER	
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						S	



SECRET
(When Filled In)

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

FEB 25 1 45 PM '69

This officer continues to consistently perform at the excellent level which has characterized his work in this Station for several years. His high level of personal dedication and professional competence have become standard.

From his daily work he has an intimate knowledge of and insight into the personalities of individual Soviets and the personal inter-relationships existing between members of the local Soviet colony. The character analyses which he prepares are excellent and an invaluable aid to our Soviet program.

He has had no professional, administrative, or personal problems during the reporting period.

His knowledge of Spanish continues to improve and aids him considerably in his work.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE 28 Jan 60 SIGNATURE OF EMPLOYEE [Signature]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 41 months IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE 28 Jan 69 OFFICIAL TITLE OF SUPERVISOR Ops Officer TYPED OR PRINTED NAME AND SIGNATURE Paul L. Dillion /s/

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

The reviewing officer concurs with the ratings given in Section B and in the narrative evaluation of this officer's performance in Section C. He continues to perform his duties in a superior fashion.

DATE 28 Jan 69 OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Station TYPED OR PRINTED NAME AND SIGNATURE Winston M. Scott /s/

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
SECTION A		GENERAL			
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
6. OFFICIAL POSITION/TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1	8. CURRENT STATION Mexico City		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 22 February 1963			12. REPORTING PERIOD (From - to) 1 January 1962 - 31 January 1963		
SECTION B		PERFORMANCE EVALUATION			
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Translation of Russian language telephone product into English transcript					RATING LETTER S
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.					RATING LETTER S
SPECIFIC DUTY NO. 3 Translation of Russian letters into English.					RATING LETTER S
SPECIFIC DUTY NO. 4 Transcription of English language conversations.					RATING LETTER P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
22 MAY 1963					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This officer continues to perform his duties in the excellent manner that we have come to expect during the 4 1/2 years that he has served in the Station. His work is an indispensable part of the Station's program.

He has had no professional, administrative or personal problems during the reporting period.

He continues to study Spanish in which he shows satisfactory improvement.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

SIGNATURE OF EMPLOYEE

/s/

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

20

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

Ops Officer

Paul Dillon

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

The Reviewing Officer concurs in the ratings given this officer and in the narrative evaluation of his performance.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

16 February 1968

Chief of Station

Winston Scott

SECRET

SECRET

C-2532 (Biladeau)
5 June 1963

MEMORANDUM FOR: Transactions and Records Branch
Office of Personnel

ATTENTION: Mary Coriden

SUBJECT: Boris D. TARASOFF
Anna TARASOFF

1. Cover arrangements are in process, and/or, have been completed for the above-named subjects.

2. Effective immediately, it is requested that your records be properly blocked to deny subjects' current Agency employment to an external inquirer.

Thomas K. Strange
THOMAS K. STRANGE
Deputy Chief, OCS/NC

cc: ID/SO

THIS MEMO MUST REMAIN
ON TOP OF FILE

SECRET

DT

BBG: 30 NOV 70

SECRET
(When Filled In)

0EB NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 019477

2. NAME (LAST FIRST MIDDLE): *Tarasoff Boris D*

3. NATURE OF PERSONNEL ACTION: RETIREMENT (MANDATORY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM

4. EFFECTIVE DATE: 11/30/70

5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V, V TO CF, CF TO V, CF TO CF (X)

7. Financial Analysis No. Chargeable: 1135 0990 0000

8. CSC OR OTHER LEGAL AUTHORITY: P.L. 86-443 SECT. 235 B

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION

10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11. POSITION TITLE: OPS OFFICER

12. POSITION NUMBER: 0489

13. SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, BR, etc.): GS

15. OCCUPATIONAL SERIES: 0136.01

16. GRADE AND STEP: 12 5

17. SALARY OR RATE: 16084

18. REMARKS:

T-RIM

1. LAST NAME: TARASOFF

FIRST NAME: Boris

INITIAL(S): D

2. APPOINTMENT DATA: Entered on duty P, T, P, T

3. TOTAL SERVICE FOR LEAVE (as of date of separation):

Years	Months	Days

4. DATE AND NATURE OF SEPARATION: 11/30/70 RETIREMENT

5. Balance from prior leave year ended 1/10/70

6. Current leave year accrual through 11/28/70

7. Total

8. Reduction in credits, if any (current year)

9. Total leave taken

10. Balance

SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)	
ANNUAL	SICK
360	900
184	92
544	992
0	0
168	0
376	992

11. Total hours paid in lump sum: 360 hrs + 2 holidays

12. Salary rate(s): \$16,084.00

13. Lump sum leave dates: 0830 12/1/70 to 2/03/71

14. Total hours: 1700 (Hours)

15. Signature: *[Signature]* FOR CHIEF PAYROLL

16. Date: 1/5/71

17. Telephone:

18. SUMMARY OF HOME LEAVE (DAYS)

19. Date annual abroad for ML purposes

20. Current balance as of 19

21. 12-month accrual rate

22. Dates leave used, prior 24 months

23. Monthly accrual date

24. Calendar days credit for next accrual date

25. Date base service period completed

26. MILITARY LEAVE

27. Dates during current calendar yr. to

28. Dates during preceding calendar yr. to

29. ABSENCE WITHOUT PAY

30. During leave year in which separated

31. During step-increase waiting period which began on 1/5/70

32. During 12-month ML accrual period (dates)

33. IWOA or AWOL or Furlough Suspension (Hours)

34. 0

35. 0

REMARKS: SCD: 6/2/51
Unused Sick Leave - 992hrs
U.S.C.
Ch 63D

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
FPM SUPPLEMENTS 290-21 AND 990-2

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS			
019477		<i>Jarvis H. Beard</i>		51 620		CF					
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.		
GS	12	4	\$14,727	04/07/68	GS	12	5	\$15,173	04/05/70		
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE <i>Jarvis H. Beard</i>					DATE <i>1 Feb 1970</i>						
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD											
CLERKS INITIALS					AUDITED BY <i>Don H. Hester</i>						
FORM 7-56 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)											

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME *Jarvis H. Beard*

SERIAL ORGN. FUNDS GR=STEP
019477 51 620 CF GS 12 4

NEW SALARY
\$15,611

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-216 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>Jurassic, Miss D.</i>	19477	51	620	CF GS 12 3	\$11,685	\$12,225

W/A

1. SERIAL NO.		2. NAME			3. ORGANIZATION		4. FUNDS		5. LWOP HOURS		
019477		<i>Jurassic, Miss D.</i>			51 620		CF				
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPIC ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.		
GS 12	3	\$12,225	04/09/67	GS 12	4	\$12,607	04/07/68				
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE <i>W. J. K...</i>						DATE <i>7 Feb 68</i>					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD						<i>Jurassic, Miss D.</i>					
CLERKS INITIALS						AUDITED BY					
FORM 7-66 560 E Use previous editions						PAY CHANGE NOTIFICATION				(4-51)	

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>Jurassic, Miss D.</i>	019477	51	620	CF GS 12 4	\$12,607	\$13,392

SECRET
(When Filled In)

SE: 12 SEPT. 67

NOTIFICATION OF PERSONNEL ACTION

OCB

1. SERIAL NUMBER 019477	2. NAME (LAST-FIRST-MIDDLE) Tarsell, Berw D
----------------------------	--

3. NATURE OF PERSONNEL ACTION REASSIGNMENT	4. EFFECTIVE DATE NO. DA YR. 19 10 67	5. CATEGORY OF EMPLOYMENT REGULAR
---	---	--------------------------------------

6. FUNDS	V TO V	V TO CF	7. Financial Analysis No. Chargeable 3135 0990 0000	8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
	CF TO V	CF TO CF		

9. ORGANIZATIONAL DESIGNATIONS DDP/WA FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION	10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO
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11. POSITION TITLE OPS OFFICER	12. POSITION NUMBER 4589	13. SERVICE DESIGNATION D
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14. CLASSIFICATION SCHEDULE (GS, CW, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 3	17. SALARY OR RATE 11685
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18. REMARKS

18 Sept 67

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51620 ALPHABETIC: WA	22. STATION CODE 45075	23. INTEGREE CODE S	24. HOURS CODE	25. DATE OF BIRTH NO. DA. YR. 11 02 108	26. DATE OF GRADE NO. DA. YR.	27. DATE OF LEI NO. DA. YR.
28. NTE EXPIRES NO. DA. YR.	29. SPECIAL REFERENCE 1 - CSC 2 - CIA 3 - FICA 4 - NONE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE TYPE	32. CORRECTION/CANCELLATION DATA NO. DA. YR.	EOD DATA →		33. SECURITY REG. NO.	34. SER
35. VET. PREFERENCE CODE 0 - NONE 1 - S.P.T. 2 - 10 P.T.	36. SERV. COMP. DATE NO. DA. YR.	37. LONG. COMP. DATE NO. DA. YR.	38. CAREER CATEGORY CODE	39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO		STATE CODE	

SIGNATURE OR OTHER AUTHENTICATION

[Signature]

SECRET
(When Filled In)

EJT: 13 APR 67

NOTIFICATION OF PERSONNEL ACTION

ACE

1. SERIAL NUMBER 019477	2. NAME (LAST-FIRST-MIDDLE) XXXXXXXXXXXX <i>Tarachi, Mercedes D</i>
----------------------------	---

3. NATURE OF PERSONNEL ACTION REASSIGNMENT	4. EFFECTIVE DATE MO. DA. YR. 04 09 67	5. CATEGORY OF EMPLOYMENT REGULAR
---	--	--------------------------------------

6. FUNDS	7. Financial Analysis No. Chargeable 7135 0990 0000	8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
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9. ORGANIZATIONAL DESIGNATIONS DDPAWH FOREIGN FIELD BRANCH I MEXICO CITY, MEXICO STATION	10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO
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11. POSITION TITLE OPS OFFICER	12. POSITION NUMBER 0418	13. SERVICE DESIGNATION D
-----------------------------------	-----------------------------	------------------------------

14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 3	17. SALARY OR RATE 11685
--	------------------------------------	----------------------------	-----------------------------

18. REMARKS

POSTED ON
04-43

13 April 67/je

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 32	20. EMPLOYER CODE 10	21. OFFICE CODING NUMERIC: 51620 ALPHABETIC: WH	22. STATION CODE 45075	23. INTEGREE CODE 3	24. HQ/UNIT CODE 11 02 08	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES NO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - FICA 4 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TIME MO. DA. YR.	33. SECURITY REQ. NO.	34. SER	35. SEC. PREFERENCE 0 - NONE 1 - 5 PT 2 - 10 PT	
36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY	39. FEGLI/HEALTH INSURANCE CODE CODE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)			
42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE EXEMP 1 - YES 2 - NO	45. SIGNATURE OR OTHER AUTHENTICATION					

LOST
04/13/67

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DISSENT

14-00000
(When Filled In)

mat

cfwp/1

019477		51 870 GF	
OLD SALARY RATE		NEW SALARY RATE	
Grade	Rate	Grade	Rate
GS 12 3	\$11,106	GS 12 3	\$11,550
Start Date	Effective Date	Start Date	Effective Date
04/10/66	04/09/67		
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY			
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.			
SIGNATURE: <i>[Signature]</i>		DATE: 15 Feb 67	

POSTED ON OF-4b

PAY CHANGE NOTIFICATION

SECRET (When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
019477		JAMES H. BOSS D.	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
DESIGNATION AS PARTICIPANT IN THE RETIREMENT AND DISABILITY SYSTEM		12 11 13 133	
5. CATEGORY OF EMPLOYMENT		6. CSE OR OTHER LEGAL AUTHORITY	
REGULAR		FL 88-643 SECT. 203	
7. FINANCIAL ANALYSIS NO. (Chargeable)		8. CSE OR OTHER LEGAL AUTHORITY	
2105 0900 0000		FL 88-643 SECT. 203	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
		MEXICO CITY, MEXICO	
11. POSITION TITLE		12. POSITION NUMBER	
		D	
13. SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (GS, GR, etc.)	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
		12	
17. SALARY OR RATE		18. REMARKS	
		EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE		20. EMPLOY CODE	
21. OFFICE CODING		22. STATION CODE	
NUMERIC ALPHABETIC			
23. INTEGREE CODE		24. HOURS CODE	
25. DATE OF BIRTH		26. DATE OF GRADE	
MO DA YA		MO DA YA	
27. DATE OF LEI		28. SECURITY REQ NO.	
MO DA YA			
29. SPECIAL REFERENCE		30. RETIREMENT DATA	
1. CSC 2. CA 3. PICA 4. NNE		CODE	
31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA	
TYPE		MO DA YA	
33. VET. PREFERENCE		34. SOCIAL SECURITY NO.	
0 - NONE 1 - 5 PT 2 - 10 PT		CODE	
35. PREVIOUS CIVILIAN GOVERNMENT SERVICE		36. FEDERAL TAX DATA	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		FORM EXECUTED CODE NO TAX EXEMPTIONS	
		FORM EXECUTED CODE NO TAX EXEMPTIONS	
		FORM EXECUTED CODE NO TAX EXEMPTIONS	

[Handwritten mark]

EOD DATA

POSTED

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
[REDACTED]	019477	51	620	CF GS 12 2	\$10,987	\$11,306

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
Jacobs, David A. [REDACTED]	019477	51	620	CF GS 12 1	\$10,250	\$10,619

Bcl

1. Serial No. 019477		2. Name Jacobs, David A. [REDACTED]			3. Cost Center Number 51 620 CF		4. LWOP Hours			
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 12	1	\$10,619	04/11/65	GS 12	2	\$10,987	04/10/66			

NO EXCESS LWOP
 IN PAY STATUS AT END OF WAITING PERIOD
 LWOP STATUS AT END OF WAITING PERIOD
 CLERKS INITIALS
 AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS
 OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: [Signature]

[Signature]
 8 APR 1966

DLC: 9 APR 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER 018477		2. NAME (LAST-FIRST-MIDDLE) Merrill Rogers D									
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE 04 11 65		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE 5135 0990 0000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J			
CF TO V		X		CF TO CF		9. ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 MEXICO CITY, MEXICO STATION					
10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO				11. POSITION TITLE OFS OFFICER		12. POSITION NUMBER 0400		13. SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 1		17. SALARY OR RATE 10250					
18. REMARKS <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">POSTED ON PK OF-4b 14 APR 1965</div>											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 51700 WH		22. STATION CODE 45075	23. INTEGREE CODE	24. MGRS CODE 3	25. DATE OF BIRTH MO DA YR 11 02 08		26. DATE OF GRADE MO DA YR 04 11 65		
27. DATE OF LEI MO DA YR		28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1 - CSC 2 - PICA 3 - NONE		31. SEPARATION DATA CODE TYPE NO. DA YR		32. CORRECTION/CANCELLATION DATA TYPE NO. DA YR	
33. SECURITY REQ. NO.		34. SEX		35. VET. PREFERENCE CODE 0 - NONE 1 - S PT 2 - TO PT		36. SERV. COMP. DATE MO DA YR		37. LONG. COMP. DATE MO DA YR		38. CAREER CATEGORY CODE 0 - PERM 1 - TEMP	
39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.		41. PREVIOUS GOVERNMENT SERVICE DA'A CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">POSTED 04/13/65 ZK</div>											

WH

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
019477		<i>Jessell Board</i>		64 700 CF			
5. OLD SALARY RATE				6. NEW SALARY RATE			7. TYPE ACTION
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 11	3	\$ 8,575	10/28/62	GS 11	4	\$ 8,840	10/27/63
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>Joseph B. Gay</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>J. Board</i>				DATE: <i>10/1/63</i>			
PAY CHANGE NOTIFICATION							

POSTED ON 10-4b

Form 9-61 560

Obsolete Previous Edition

(4-51)

WH

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCT MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

NAME *Jessell Board*

SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
019477	51	700	CF GS 11 4	\$ 8,840	\$ 9,250

POSTED ON 10-4b 5 JAN 1964

SECRET
(When Filled In)

LLG: 5 JUNE 63

OAB NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER	2. NAME (LAST-FIRST MIDDLE) <i>Amich, Peter A</i>									
019477										
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
EXCEPTED APPOINTMENT (CAREER)				NO. DA. YR. 06 05 63		REGULAR				
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY						
V TO V CF TO V		V TO CF X CF TO CF		3135 5700 1000		50 USC 403 J				
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION						
DDP WH BRANCH 3 MEXICO CITY, MEXICO				MEXICO CITY, MEXICO						
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION				
OPS OFFICER				0400		D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS		0136.01		11 3		8575				
18. REMARKS										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. MGRS. CODE	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI
13	10	64700 WH		45075	3	3	11 02 08		05 01 60	10 28 62
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	34. SEX
				1					00000	M1
35. NET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.
1		06 02 51		02 20 56		C		1		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		
1				6		0 0				
SIGNATURE OR OTHER AUTHENTICATION										

FORM 11-62 1150

Use Previous Edition

SECRET

5 JUN 1963

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(4.91)

(When Filled In)

SECRET
(When Filled In)

JGD 28 AUG 63

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 019477		2. NAME (LAST-FIRST-MIDDLE) TARASOFF BORIS D	
3. NATURE OF PERSONNEL ACTION RESIGNATION (CORRECTION)			4. EFFECTIVE DATE MO. DA. YR. 06 04 63
6. FUNDS <input checked="" type="checkbox"/> X		V TO V	V TO CF
CF TO V		CF TO CF	
7. COST CENTER NO. CHARGEABLE 4235 1990 1000		8. CSC OR OTHER LEGAL AUTHORITY REGULAR	
9. ORGANIZATIONAL DESIGNATIONS DDP WH CS/CS DEVELOPMENT COMPLEMENT		10. LOCATION OF OFFICIAL STATION WASH., D. C.	
11. POSITION TITLE I O FOREIGN DOC		12. POSITION NUMBER 9997	13. SERVICE DESIGNATION OD
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	15. OCCUPATIONAL SERIES 0132.62	16. GRADE AND STEP 11 3	17. SALARY OR RATE 8575
18. REMARKS THIS ACTION CORRECTS FORM 1150 EFFECTIVE DATE 06/04/63 AS FOLLOWS: ITEM # 13 SERVICE DESIGNATION WHICH READ, D TO READ, OD.			

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 45	20. EMPLOY CODE 18	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH MO. DA. YR. 11 02 08	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES NO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE	31. SEPARATION DATA CODE 1BD0091	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA →		33. SECURITY REQ NO.	34. SER
35. VET. PREFERENCE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE NO. DA. YR.	37. LONG. COMP. DATE NO. DA. YR.	38. CAREER CATEGORY CAR BENZ PRIV TEMP	39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.		41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	
42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE NO TAX STATE CODE 1 - YES 2 - NO EXEMP		45. SIGNATURE OR OTHER AUTHENTICATION		

POSTED
09/25/63 WK

SECRET
(When Filled In)

MHC: 5 JUNE 63

NOTIFICATION OF PERSONNEL ACTION														
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)												
019477		TARASOFF BORIS D												
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT						
RESIGNATION						NO. DA. YR. 06 04 63		REGULAR						
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY						
X						3235 1990 1000								
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION								
DDP WH CS/CS DEVELOPMENT COMPLEMENT						WASH., D. C.								
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION						
I O FOREIGN DOC						9997		D						
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE						
GS			0132.62			11 3		8575						
18. REMARKS														
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL														
19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH			26. DATE OF GRADE		27. DATE OF LEI		
45	18	NUMERIC ALPHABETIC					MO. DA. YR. 11 02 08							
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA			33. SECURITY REQ. NO.		34. SEX	
				1 - CSC 2 - FICA 3 - NONE		1B00091		EOD DATA						
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATE-ORY		39. FEGLI / HEALTH INSURANCE			40. SOCIAL SECURITY NO.			
CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.		NO. DA. YR.		NO. DA. YR.		CAH RESV PROV TEMP		CODE CODE 0 - WAIVER 1 - YES			HEALTH INS CODE			
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA			44. STATE TAX DATA					
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				FORM EXECUTED 1 - YES 2 - NO		NO TAX EXEMPTIONS			FORM EXECUTED 1 - YES 2 - NO					
SIGNATURE OR OTHER AUTHENTICATION												POSTED		
												06/06/63 21K		

ABM: 26 NOV 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION															
OCF															
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)													
019477		TARASSOFF BORIS D													
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT							
REASSIGNMENT						NO. DA. YR. 11 26 62		REGULAR							
6. FUNDS		X		V TO V		V TO CP		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY					
CF TO V		CF TO V		CF TO CP		3235 1990 1000		50 USC 403 J							
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION									
DDP WH CS/CS DEVELOPMENT COMPLEMENT						WASH., D. C.									
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION							
1 O FOREIGN DOC						9997		OO							
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE							
GS			0132.62			11 3		8575							
18. REMARKS															
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL															
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH			26. DATE OF GRADE		27. DATE OF LET			
37	18	NUMERIC	ALPHABETIC	75013		1	MO	DA	YR	MO	DA	YR	MO	DA	YR
		64997	WH				11	02	08						
28. NTE EXPIRES		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA			33. SECURITY REG. NO.	34. SER. NO.					
NO. DA. YR.			1. CSC 2. PICA 3. NONE		CODE	TYPE	MO	DA	YR	EOD DATA					
35. VET. PREFERENCE	36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.						
CODE	0 - NONE 1 - 5 PT 2 - 10 PT	NO. DA. YR.	NO. DA. YR.	CAN. RESV. PROV. TEMP.	CODE	CODE	3 - WAIVER 1 - YES	HEALTH INS. CODE							
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA		44. STATE TAX DATA								
CODE				CODE	FORM EXECUTED	NO TAX DEDUCTIONS	FORM EXECUTED	CODE	NO TAX DEDUCTIONS	EXEMP.					
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)					1 - YES 2 - NO		1 - YES 2 - NO								
SIGNATURE OR OTHER AUTHENTICATION															
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0; font-family: cursive;">12/16/62 [Signature]</p> </div>															

FORM 4-62 1150

Use Previous Edition

11/26/62 [Signature]

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

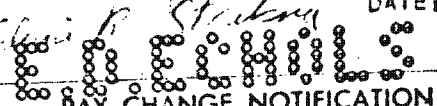
(When Filled In)

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 97 - 793 AND
 DCI MEMORANDUM DATED 1 AUGUST 1984, SALARY IS ADJUSTED AS FOLLOWS.
 EFFECTIVE 14 OCTOBER 1982

NAME	SERIAL	ORGN	FUNDS	OLD GR-ST SALARY	OLD GR-ST SALARY	NEW GR-ST SALARY	NEW GR-ST SALARY
TARASOFF BORIS D	019477	PA100	V	11 2 \$ 7820		11 2 \$ 8310	

243-1010

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours		
019477		TARASOFF BORIS D		26 100 V				
5. OLD SALARY RATE				6. NEW SALARY RATE				
Grade	Step	Salary	Last EH Date	Grade	Step	Salary	Effective Date	PSI
GS-11	2	\$ 8,310	10/29/81	S-11	3	\$ 8,575	10/28/82	
7. TYPE ACTION								
PSI LSI ADJ								
8. Remarks and Authentication								
NO EXCESS LWOP IN PAY STATUS AT EN. OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>gll</i> AUDITED BY								
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.								
SIGNATURE: <i>[Signature]</i>						DATE: 10/24/82		
 PAY CHANGE NOTIFICATION								

SECRET
(When Filled In)

1. Serial No.		2. Name		3. Cost Center Number			4. LWOP Hours					
19A77		TARASOFF BORIS D		27/20								
5. OLD SALARY RATE				6. NEW SALARY RATE						7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	FBI	LSI	ADJ.		
GS	11 1	\$ 7,560	05/21/60	11	2	\$ 7,870	10/29/61					
8. Remarks and Authentication												
<p>NO EXCESS LWOP</p> <p>IN PAY STATUS AT END OF WAITING PERIOD</p> <p>IN LWOP STATUS AT END OF WAITING PERIOD</p> <p align="center">EMMETT D. ECHOLS</p> <p align="center">PAY CHANGE NOTIFICATION</p>												

35
 11/27/61
 31/2

Form 560

Obsolete Previous Edition

SECRET

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
OD	TARASOFF BORIS D	119477	27 20	GS-11 1	\$ 7,030	\$ 7,560

/S/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION													
BWS: 29 APR 1960													
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Prof.		5. Sex	6. CS - EOB	
119477		TARASOFF BORIS D				11 02 08			5 Pr. 1 10 Pr. 2		M 1	02 20 56	
7. SCD		8. CSC Retmt.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.			11. FEGLI		12. LCD		13. min. serv. req.
06 02 51		No - 2 1		50 USCA 403 J					No - 2		02 20 56		No - 2 2

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code	15. Location Of Official Station				Station Code	
DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECT.				2720	WASH., D. C.				75013	
16. Dept. - Field		17. Position Title			18. Position No.		19. Serv.	20. Occup. Series		
Dept - 2 USfld - 4 Frgn - 6		2 10 FOREIGN DOC			1146		GS	0132.48		
21. Grade & Step		22. Salary Or Rate	23. SD	24. Date Of Grade			25. PSI Due		26. Appropriation Number	
10 1		\$ 6505	00	06 14 59			06 12 60		9 4300 20 001	

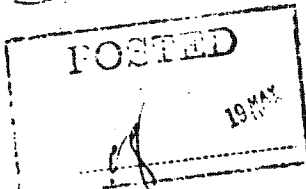
ACTION

27. Nature Of Action		Code	28. Eff. Date		29. Type Of Employee		Code	30. Separation Data	
PROMOTION		30	05 01 60		REGULAR		01		

PRESENT ASSIGNMENT

31. Organizational Designations				Code	32. Location Of Official Station				Station Code	
DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECTION				2720	WASH., D. C.				75013	
33. Dept. - Field		34. Position Title			35. Position No.		36. Serv.	37. Occup. Series		
Dept - 2 USfld - 4 Frgn - 6		2 10 (FOREIGN DOC)			1146		GS	- 0132.48		
38. Grade & Step		39. Salary Or Rate	40. SD	41. Date Of Grade			42. PSI Due		43. Appropriation Number	
11 1		\$ 7030	00	05 01 60			10 29 61		0243 1010 0000	

44. Remarks



SECRET

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

MCM 12 JUNE 59

1. Serial No.		2. Name (Last-First-Middle)			3. Date Of Birth			4. Vet. Prof.		5. Sex		6. CS - EOD					
119477		TARASOFF BORIS D			Mo.	Da.	Yr.	None-0	Code	M	1	Mo.	Da.	Yr.			
7. SCD		8. CSC Rotmt.			9. CSC Or Other Legal Authority			10. Apmt. Affidav.			11. FEGLI		12. LCD		13. Mil. Serv. Exec. Leo.		
Mo.	Da.	Yr.	Yes-1	Code	50 USCA 403			Mo.	Da.	Yr.	Yes-1	Code	Mo.	Da.	Yr.	Yes-1	Code
06	02	51	No-2	1				02	20	56	No-2	2	02	20	56	No-2	2

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code		
DDI OFFICE OF OPERATIONS FDD USSR BRANCH MATERIALS & INDUSTRY SECT.						WASH., D. C.						
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series		
Dept - 2	Code	10 FOREIGN DOC				1147		GS		0132.48		
USStd - 4												
Frgn - 6	2											
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade			25. PSI Due		26. Appropriation Number	
09 3		\$ 6285		00		Mo.	Da.	Yr.	Mo.	Da.	Yr.	9 4300 20 001

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
PROMOTION		30		06 14 59		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code		
DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECT.				2720		WASH., D. C.				75013		
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series		
Dept - 2	Code	10 FOREIGN DOC				1146		GS		0132.48		
USStd - 4												
Frgn - 6	2											
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade			42. PSI Due		43. Appropriation Number	
10 1		\$ 6505		00		Mo.	Da.	Yr.	Mo.	Da.	Yr.	9 4300 20 001
						06	14	59	06	12	60	

44. Remarks

2 E 6/15/59

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN DDI/FDD-25		4. FUNDS V-20		5. ALLOCATION		
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
GS	9	\$ 6,135	05	18	58	GS	9	\$ 6,285	05	17	59
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER											
8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD.						10. INITIALS OF CLERK <i>R</i>			11. AUDITED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
<p>65. NOV 05 11 50 AM '59 PAYROLL BRANCH</p> <p align="center">SECRET</p>											
PERIODIC STEP INCREASE - AUTHENTICATION											

FORM NO. 560b
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)

IN LIEU OF FORM 1150 THIS NOTIFICATION EFFECTS RESLOTTING RESULTING
FROM R-20-250

SER #	NAME	SD	OLD SLOT	NEW SLOT	DATE
119477	TARASOFF BORIS D	UD	0653.04	1147	02/24/59

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN. DDI/FDD		4. FUNDS V-20		5. ALLOTMENT		
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
GS	9	\$ 5,440				GS	9	\$ 5,575	05	18	58
REMARKS											
<i>R</i>											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR TALBOT RISENFELDT				DATE 1 April 1958		SIGNATURE OF SUPERVISOR <i>J. Bickfeldt</i>					
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN. DDI/FDD		4. FUNDS V-20		5. ALLOTMENT		
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
GS	9	\$ 5,440				GS	9	\$ 5,575	05	18	58
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
9. CHECK ONE IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD				<input checked="" type="checkbox"/> NO EXCESS LWOP		<input type="checkbox"/> EXCESS LWOP		9. NUMBER OF HOURS LWOP		11. AUDITED BY	
								10. INITIALS OF CLERK <i>JTB</i>			
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROPOSED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
PERIODIC STEP INCREASE - AUTHENTICATION											

SECRET

PERSONNEL FOLDER (4)

S E C R E T

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
TARASOFF BORIS D	119477	GS-09-2	\$ 5,575	\$ 6,135

GORDON M. STEWART
/S/ DIRECTOR OF PERSONNEL

S E C R E T

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION are

1. NAME (MR., MRS., MISS, ONE GIVEN NAME, INITIALS, AND SURNAME) MR. BORIS D. TARASOFF 119477		2. DATE OF BIRTH 8 Nov 1908	3. JOURNAL OR ACTION NO.	4. DATE 17 May 1957																		
This is to notify you of the following action affecting your employment:																						
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PROMOTION 30		6. EFFECTIVE DATE 19 May 1957	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 403 J																			
FROM		TO																				
8. POSITION TITLE Foreign Documents Off. K-653.04		9. SERVICE SERIES, GRADE, SALARY GS-0132.48-9 \$5440.00 per annum																				
10. ORGANIZATIONAL DESIGNATIONS 232040		11. HEADQUARTERS Washington, D. C.																				
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																				
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>NONE</th> <th>WWII</th> <th>OTHER</th> <th>5-PT</th> <th>10-POINT</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td><input checked="" type="checkbox"/></td> </tr> </table>		NONE	WWII	OTHER	5-PT	10-POINT					<input checked="" type="checkbox"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th>NEW</th> <th>VICE</th> <th>I. A.</th> <th>REAL</th> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>			NEW	VICE	I. A.	REAL				
NONE	WWII	OTHER	5-PT	10-POINT																		
				<input checked="" type="checkbox"/>																		
NEW	VICE	I. A.	REAL																			
15. SEX M		16. APPROPRIATION FROM: 7-4301-20 TO: 750-13		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes																		
18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																				
20. REMARKS: to EOD 02/20/56																						
<div style="border: 2px solid black; padding: 5px; width: fit-content; margin: auto;"> <p style="margin: 0;">FOSTED</p> <p style="margin: 0;">17 MAY 1957</p> <p style="margin: 0; text-align: right;"><i>JW</i></p> </div>																						
ENTRANCE PERFORMANCE RATING: OOO OOO OOO OOO OOO OOO OOO OOO OOO OOO																						
Director of Personnel		SIGNATURE OR OTHER AUTHENTICATION																				

4. PERSONNEL FOLDER COPY

717 - 4/23/57

EMP. SERIAL NO. 119477		NAME TARASOFF BORIS D			ASSIGNED ORGAN. DDI/FDD-25		EMP. STATUS V-20				
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO	DA	YR				MO	DA	YR
7	1	\$ 4,525	02	20	56	7	2	\$ 4,660	02	24	57
REMARKS											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR				DATE		SIGNATURE OF SUPERVISOR					
Talbot Bielefeldt.				7 Jan 57		<i>T. Bielefeldt</i>					
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560
1 MAR. 56

SECRET

PERSONNEL FOLDER (4)

STANDARD FORM 50 (3 PART)
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER XI, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS-MRS.-ONE GIVEN NAME, INITIAL(S), AND SURNAME) MR. BORIS D. TARASOFF		2. DATE OF BIRTH 2 Nov 1908		3. JOURNAL OR ACTION NO.		4. DATE 3 October 1956																			
This is to notify you of the following action affecting your employment:																									
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) REASSIGNMENT				6. EFFECTIVE DATE 7 Oct 1956		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 403 J																			
FROM				TO																					
8. POSITION TITLE K-777-99		9. SERVICE, SERIES, GRADE, SALARY GS-0132.43-7 \$4525.00 per annum		10. ORGANIZATIONAL DESIGNATIONS 232940																					
11. HEADQUARTERS 2		12. FIELD OR DEPT. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		Foreign Documents Off. K-653.04-7 DDI/Office of Operations Foreign Documents Division USSR Branch Washington, D. C.																					
15. VETERAN'S PREFERENCE				18. POSITION CLASSIFICATION ACTION																					
<table border="1"> <tr> <td>NONE</td> <td>WV11</td> <td>OTHER</td> <td>S-PT</td> <td>10 POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> </table>				NONE	WV11	OTHER	S-PT	10 POINT				<input checked="" type="checkbox"/>		<table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				NEW	VICE	I. A.	REAL				
NONE	WV11	OTHER	S-PT	10 POINT																					
			<input checked="" type="checkbox"/>																						
NEW	VICE	I. A.	REAL																						
16. APPROPRIATION FROM: 7-4301-80		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes		18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																			
1. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> W		TO: Same		750-13		SD-00																			
20. REMARKS:																									

4 ECD 02/20/56

FOSTED
OCT 5 1956

CENTRAL INTELLIGENCE AGENCY

141

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR - MISS - MRS - ONE GIVEN NAME, INITIAL(S) AND SURNAME) Mr. Boris D. Sereosoff		2. DATE OF BIRTH 2 Nov 1908	3. GENERAL OR ACTION NO.	4. DATE 13 Sep 1956
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) 57 Reassignment (Change of Service Designation)		6. EFFECTIVE DATE 9 Sep 1956	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 UECA 403 J	
FROM		TO		
Intell. Asst. BVP-0141 GS-0301.88-7 DDP/PI Staff Division D, Project EB Jointly Office of the Chief Branch 2, Section B		8. POSITION TITLE	Foreign Docs. Off. K-777.99 GS-0132.48-7 \$4525.00 per annum DDJ/OD FDD USSR Branch	
9. SERVICE SERIES GRADE, SALARY		10. ORGANIZATIONAL DESIGNATIONS 232040		
11. HEADQUARTERS 2		11. HEADQUARTERS Washington, D. C.		
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE WWII OTHER 5-PT. 10-POINT I		NEW VICE I. A. REAL From: SD/D To: SD/OD		
15. SEX M	16. APPROPRIATION FROM: 7-2306-83 W TO: 7-4301-80	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
20. REMARKS: 4 EOD 02/20/56				
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> RECORDED SEP 20 1956 </div>				
ENTRANCE PERFORMANCE RATING: Director of Personnel				

4. PERSONNEL FOLDER COPY

773 7/14/56

FEDERAL INTELLIGENCE AGENCY

P.C. 14 Dec. 1955
 C-1735 tat

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR - MISS - MRS - ONE, GIVEN NAME, INITIALS, AND SURNAME) MR. NOBIS D. TARSCOFF		2. DATE OF BIRTH 27 Nov. 1913		3. JOURNAL OR ACTION NO.		4. DATE 27 Feb. 1956																											
This is to notify you of the following action affecting your employment:																																	
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PROBATIONARY APPOINTMENT				6. EFFECTIVE DATE 27 Feb. 1956		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 UNCA 611 J																											
FROM				TO																													
8. POSITION TITLE Intel. Asst. RVP-6141		9. SERVICE, SERIES, GRADE, SALARY GS-371.26-7 \$4,525.00 p.a.		10. ORGANIZATIONAL DESIGNATIONS DIR/PI Staff Division D. Project PEJINTELY Office of the Chief Branch 2 Section B		11. HEADQUARTERS Washington, D. C.																											
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																													
13. VETERAN'S PREFERENCE				14. POSITION CLASSIFICATION ACTION																													
<table border="1"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>5-PT.</td> <td colspan="2">10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DISAB</td> <td>OTHER</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>				NONE	WWII	OTHER	5-PT.	10-POINT						DISAB	OTHER							<table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				NEW	VICE	I. A.	REAL.				
NONE	WWII	OTHER	5-PT.	10-POINT																													
				DISAB	OTHER																												
NEW	VICE	I. A.	REAL.																														
15. SEX M				16. APPROPRIATION FROM: 6-2326-23		17. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) Yes																											
18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 27 Feb. 1956				19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED STATE: Calif.																													
20. REMARKS: Subject to the satisfactory completion of a trial period of one year. Subject to the satisfactory completion of a medical examination. RC-99 DOG: 2/24/56 CSFOD: 2/20/56 LCD: 2/20/56 SCD: 6/02/51 PSI Due: 2/24/57																																	
<table border="1"> <tr> <td colspan="2" style="text-align: center;">FOOTED</td> </tr> <tr> <td style="text-align: center;"><i>[Signature]</i></td> </tr> </table>								FOOTED		<i>[Signature]</i>																							
FOOTED																																	
<i>[Signature]</i>																																	
ENTRANCE PERFORMANCE RATING:																																	
Director of Personnel																																	

4. PERSONNEL FOLDER COPY

7/12/56

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>This officer has continued to perform his assigned tasks in superior fashion. Not only is he a skilled transcriber/translator, he is also able to put his experience and knowledge into words in preparing character analyses which have been of great value to the Station's operational program. Although his work load is often quite heavy, he can always be counted on to complete his assignments promptly and he willingly puts in the extra time frequently needed.</p> <p>His team spirit and dedication are shown by the fact that on several occasions, in spite of advancing age and recent illness, he spent long hours in base houses on live-monitoring assignments. He will be greatly missed when he retires in the near future.</p> <p>As previously noted, this officer does not handle operational funds or have supervisory responsibilities. He has had no cover problems, nor has he required any unusual administrative support, other than that which is to be expected in connection with his forthcoming retirement.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT.			
DATE	SIGNATURE OF EMPLOYEE		
	/s/ [Signature]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
19 months			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
	Ops Officer	Donald F. Vogel /s/	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
I concur in the above ratings and comments. I am not able to add any meaningful comments due to the highly specialized nature of Subject's duties.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
	Deputy Chief of Station	Paul V. Harwood /s/	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
SECTION A GENERAL					
1. NAME (Last) <i>James J. Smith</i> (First) (Middle)			2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12
5. DD D			7. OFF/DIV/BR OF ASSIGNMENT DDP/WII/BF.1		8. CURRENT STATION Mexico City
6. OFFICIAL POSITION TITLE ODS Officer			9. CHECK (X) TYPE OF APPOINTMENT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			10. CHECK (X) TYPE OF REPORT		
SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 28 February 1970			12. REPORTING PERIOD (From- to) 1 January thru 31 December 1969		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Translation of Russian language materials into English transcript.					S
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.					S
SPECIFIC DUTY NO. 3 Transcription of English language conversations.					P
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>This officer continues to perform his assigned duties in a superior fashion. Illness put him out of action for some time, but otherwise the Station received the fine performance which has come to be routine with him. This officer's experience and dedication make it possible for him to work effectively with an absolute minimum of supervision. He responds instinctively to items of operational significance, and his experience and knowledge make it possible for him to write penetrating analyses of target personalities, and interrelationships among these persons, based solely on what he hears.</p> <p>This officer has also been called upon to transcribe material from audio operations, in addition to the telephone material which is his normal assignment. He has also handled this well, although his advancing age and less acute hearing make this task much more difficult for him.</p> <p>While not called upon to use Spanish normally, he has sufficient fluency to handle material in Spanish when required.</p> <p>This officer uses his time well and takes good care of the equipment assigned to him. He does not handle operational funds nor does he have any supervisory responsibilities.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
20 January 1970	[Redacted] /s/		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12 months	XXXXXXXXXXXXXXXXXX		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
20 January 1970	Donald F. Vogel /s/	Ops Officer	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
I can add nothing substantive to the above report since I have little opportunity to deal at first hand with Subject's output. The rating officer is both meticulous and fair and I have full confidence in his evaluation of Subject.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
20 January 1970	Chief, Ops Officer	Paul V. Harwood /s/	

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER
					019477
SECTION A GENERAL					
1. NAME (Last) <i>Torrey</i> (First) <i>Allen</i> (Middle)		2. DATE OF BIRTH 2 Nov. 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1	8. CURRENT STATION Mexico City	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY
CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/>	ANNUAL	REASSIGNMENT SUPERVISOR
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 28 February 1969			12. REPORTING PERIOD (From - to) 1 January 1968 thru 31 December 1968		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Translation of Russian language product into English transcript					RATING LETTER S
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.					RATING LETTER S
SPECIFIC DUTY NO. 3 Translation of Russian letters into English					RATING LETTER S
SPECIFIC DUTY NO. 4 Transcription of English language conversations					RATING LETTER P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This officer continues to consistently perform at the excellent level which has characterized his work in this Station for several years. His high level of personal dedication and professional competence have become standard.

FEB 25 1 46 PM '69

From his daily work he has an intimate knowledge of and insight into the personalities of individual Soviets and the personal inter-relationships existing between members of the local Soviet colony. The character analyses which he prepares are excellent and an invaluable aid to our Soviet program.

He has had no professional, administrative, or personal problems during the reporting period.

His knowledge of Spanish continues to improve and aids him considerably in his work.

SECTION D

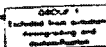
CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
28 Jan 60		
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
41 months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
28 Jan 69	Ops Officer	Paul L. Dillion /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
The reviewing officer concurs with the ratings given in Section B and in the narrative evaluation of this officer's performance in Section C. He continues to perform his duties in a superior fashion.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
28 Jan 69	Chief of Station	Winston M. Scott /s/

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
SECTION A GENERAL					
1. NAME <i>[Redacted]</i>		2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SO D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF DIV BR OF ASSIGNMENT DDP/WH/1		8. CURRENT STATION Mexico City	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	<input type="checkbox"/> REASSIGNMENT EMPLOYEE
CAREER-PROVISIONAL (See Instructions - Section C)			ANNUAL		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 28 February 1968			12. REPORTING PERIOD (From - to) 1 January 1967 - 1 January 1968		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Translation of Russian language telephone product into English transcripts.					RATING LETTER S
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.					RATING LETTER S
SPECIFIC DUTY NO. 3 Translation of Russian letters into English.					RATING LETTER S
SPECIFIC DUTY NO. 4 Transcription of English language conversations.					RATING LETTER P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
22 MAY 1968 Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S



SECRET

NARRATIVE COMMENTS

SECTION C

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

This officer continues to perform his duties ^{with} in the excellent manner that we have come to expect during the 4 1/2 years that he has served in the Station. His work is an indispensable part of the Station's program.

He has had no professional, administrative or personal problems during the reporting period.

He continues to study Spanish in which he shows satisfactory improvement.

CERTIFICATION AND COMMENTS

SECTION D

BY EMPLOYEE

1.

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

SIGNATURE OF EMPLOYEE

1/5 [Signature]

BY SUPERVISOR

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

20

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

OFFICIAL TITLE OF SUPERVISOR

Ops Officer

TYPED OR PRINTED NAME AND SIGNATURE

Paul Dillon

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

The Reviewing Officer concurs in the ratings given this officer and in the narrative evaluation of his performance.

DATE

16 February 1968

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief of Station

TYPED OR PRINTED NAME AND SIGNATURE

Winston Scott

SECRET

SECRET
(When Filled In)

019477
254338

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 019477 254338	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) <i>[Redacted]</i>			2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF DIV/BR OF ASSIGNMENT DOP/WH-1		8. CURRENT STATION Mexico City	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		REASSIGNMENT SUPERVISOR	
XX CAREER			XX ANNUAL		REASSIGNMENT EMPLOYEE	
CAREER-PROVISIONAL (See Instructions - Section C)			SPECIAL (Specify):		SPECIAL (Specify):	
11. DATE REPORT DUE IN O.P. 28 February 1967			12. REPORTING PERIOD (From- to-) 1 January 1966-31 December 1966			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Translation of Russian language telephone tap product into English transcript.						RATING LETTER O
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.						RATING LETTER S
SPECIFIC DUTY NO. 3 Translation of Russian letters into English.						RATING LETTER S
SPECIFIC DUTY NO. 4 Translation of Spanish language telephone product into English and transcription of English conversations						RATING LETTER P
SPECIFIC DUTY NO. 5 <i>[Redacted]</i>						RATING LETTER
SPECIFIC DUTY NO. 6 <i>[Redacted]</i>						RATING LETTER
<p>14 JUN 1967</p> <p>OVERALL PERFORMANCE IN CURRENT POSITION</p>						RATING LETTER S
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						

SECRET

(When Filled In)

NARRATIVE COMMENTS

SECTION C

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

~~██████████~~ continues to show a high degree of competence in his primary responsibility, which is translating and transcribing Russian telephone conversations. He works quickly and accurately and has a fine feeling for the subtleties of the Russian language. His character analyses of Soviets have been of great assistance in the Station's operational planning. He continues to maintain his deep cover status well and presents no problem of either an administrative or a personal nature. His wife continues to assist him with his work, and together they make an excellent team.

Subject is very cost conscious in his operational duties.

SECTION D

CERTIFICATION AND COMMENTS

BY EMPLOYEE

1.

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

3 Feb 67

SIGNATURE OF EMPLOYEE

/s/ ~~██████████~~

BY SUPERVISOR

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

3 Feb 67

OFFICIAL TITLE OF SUPERVISOR

Ops Officer

TYPED OR PRINTED NAME AND SIGNATURE

/s/ Cynthia Hausmann

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I agree with the rating officer's evaluation. The Station is fortunate that ~~██████████~~ intends to remain permanently in Mexico where he makes an invaluable contribution to the SB Section's program and presents no difficulties whatsoever.

DATE

3 Feb 67

OFFICIAL TITLE OF REVIEWING OFFICIAL

Ops Officer

TYPED OR PRINTED NAME AND SIGNATURE

/s/ Paul L. Dillon

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
SECTION A <i>Jacobsen, David D.</i> GENERAL					019477	
1. NAME <i>Jacobsen, David D.</i> (Last) (First) (Middle)		2. DATE OF BIRTH 2 Nov 08	3. SEX M	4. GRADE GS-12	5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/HW/1		8. CURRENT STATION Mexico City	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE	
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to) 16 August 1965 - 31 December 1965			
SECTION B PERFORMANCE EVALUATION						
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1					RATING LETTER	
Translation of Russian telephone and audio products into English transcript					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Processing transcribed telephone materials into a format which allows for immediate analysis and filing					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Preparation of personality and assessment reports on individual Soviets on the basis of the above material					S	
SPECIFIC DUTY NO. 4					RATING LETTER	
SPECIFIC DUTY NO. 5					RATING LETTER	
SPECIFIC DUTY NO. 6					RATING LETTER	
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> POSTED ON 23 / OF-4b JUN 16 </div>						
OVERALL PERFORMANCE IN CURRENT POSITION						RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						S

FORM 4-55 45

USE PREVIOUS EDITIONS.

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

SECRET

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If needed to complete Section C, attach a separate sheet of paper.

There has been no change in the excellent performance of the officer and his wife, a contract employee, who assists him in all facets of his work.

There have been no problems of either a professional or personal nature during the reporting period.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE: 16 June 1966
SIGNATURE OF EMPLOYEE: [Signature]

2. BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 9 1/2
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE: 16 June 1966
OFFICIAL TITLE OF SUPERVISOR: Chief/SR/Max.
TYPED OR PRINTED NAME AND SIGNATURE: Paul J. Dillon /s/

3. BY REVIEWING OFFICIAL
COMMENTS OF REVIEWING OFFICIAL: Concur.

DATE: 16 June 1966
OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station
TYPED OR PRINTED NAME AND SIGNATURE: Winston M. Scott /s/

SECRET

SECRET

12 AUG 61

FITNESS REPORT (CONTINUED)

Jardiff, David

Subject has not been in a supervisory position and his present assignment outside on unofficial cover working as a loner gives no indication as to his supervisory ability. It is believed Subject probably serves best as an independent analyst without supervisory responsibilities.

W.J. Kaufman
W.J. Kaufman
C/NH/1

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

SECRET
(When Filled In)

J

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 017777 264216	
SECTION A GENERAL					
1. NAME <i>Jarvis, David</i> (Last) (First) (Middle)		2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Operations Officer		7. OFF/DIV/BR OF ASSIGNMENT /WH/i		8. CURRENT STATION Mexico City	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY
<input checked="" type="checkbox"/>	CAREER-PROVISIONAL (See Instructions - Section C)		<input type="checkbox"/>	ANNUAL	
<input type="checkbox"/>	SPECIAL (Specify):		<input type="checkbox"/>	SPECIAL (Specify):	
11. DATE REPORT DUE IN U.P.			12. REPORTING PERIOD (From- to-) 30 Sep 1964 - 15 Aug 1965		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Translation of Russian language telephone and audio product into English transcript.					RATING LETTER S
SPECIFIC DUTY NO. 2 Preparation of characterization-assessment personality reports on the Soviet complement.					RATING LETTER S
SPECIFIC DUTY NO. 3 Processing of transcribed telephone materials into format facilitating immediate analysis and handling by the Station.					RATING LETTER S
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

POSTED ON
Jarvis

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Subject has continued to demonstrate a very high level of interest and competence in his work. Beyond the relatively technical aspect of producing transcriptions, which he accomplishes with timeliness, accuracy and thoroughness, he strives to provide the Station and Headquarters with an insight in depth on the local Soviet complement. He does this capably, particularly when one understands the limitations of his technical access. His wife, a contract employee, assists him in the preparation of the technical product. However, her over-all contribution goes beyond this, since Subject and his wife work together in effort to distill the meaning of their product in terms of personality assessment. They are uniquely well adjusted to their deep cover circumstances, are of little burden administratively to the Station, and are presently interested in continuing their assignment in Mexico City indefinitely.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
4 February 1966	XXXXXXXXXXXXXXXXXXXX 1st J. J. [Signature]	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
2-6		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
22 Dec 1965	Operations Officer	Herbert Manell /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
Chief of Station, Mexico City concurs in this Fitness Report as submitted by XXXXXXXXXXXX 's supervisor for the period reported.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
12 April 1966	Chief of Station	Winston M. Scott /s/

SECRET

30

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A					
1. NAME <i>Tarant, B. A.</i> (Last) (First) (Middle)		2. DATE OF BIRTH 2 Nov 1908		3. SEX M	4. GRADE S-10
6. OFFICIAL POSITION TITLE Operations Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP WH 3		9. SD D	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
CAREER-PROVISOIAL (See Instructions - Section C)			<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 30 November 1963			12. REPORTING PERIOD (From - to) 5 June - 30 September 1963		
SECTION B					
PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Translation of Russian language telephone and audio product into English transcript.					RATING LETTER P
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					P
21 NOV 1963					

POSTED ON
NOV 21 1963

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p>The relatively limited period of Subject's assignment to the Station, coupled with the normal complications attendant to a staffer's conversion to the DDP and to a demer status on a first assignment abroad, compels the supervisor to make a tentative assessment only at this time. However, from all indications to date it would appear that Subject and his family are acclimating themselves very well to the environmental, cover and work situation. Subject is interested in his work, applies himself conscientiously and is prompt in completing his assignments whether the work load for a day is light, or is heavy and requires unpaid overtime concentration. The translation product is presently exact and conforms to the Station's standards for such work. As Subject becomes more familiar with specific Station requirements, through experience and with closer supervision than afforded to date, he will be able to make a more imaginative contribution to his work, an effort that he has already begun.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
25 October 1963	/S/ [REDACTED]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
4			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 October 1963	Operations Officer	/S/ Herbert Manell	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
15 NOV 1963	C/S/ [REDACTED]	[Signature]	

SECRET

S-E-C-R-E-T
(When Filled In)
TRAINING REPORT

Spanish Basic Reading, Speaking, Writing 02/24/63 - 02/19/63
(200 hours, full time)

Student	: Boris D. Tarasoff	Office	: WH
Year of Birth	: 1908	Service Designation:	D
Grade	: 11	No. of Students	: 4
EOD Date	: 02/56	Instructor:	Mrs. L. Edwards

COURSE OBJECTIVES - CONTENT AND METHOD

This is a 20-week, full-time course. The general aim of the course is to enable the student to use the spoken language with moderate facility and accuracy in a large number of everyday situations while providing a basis for further learning of the language either by actual use in the area or by further formal study. The major objectives of the course are to develop an ability; 1) to distinguish and produce the sounds of the language; 2) to use a large variety of basic sentences and expressions in the spoken language and apply them by re-combination to new situations; 3) to comprehend spoken Spanish in a variety of current everyday situations; 4) to develop the skills and techniques needed to read Spanish texts with minimum use of the dictionary; 5) to write the language in basic form, including letters, telegrams, short composition, etc.

The entire working day, 5 days a week, is devoted exclusively to language study. Four to five hours daily (a maximum of 25 hours a week) are devoted to guided drill and conversation practice with native speakers. The balance of the day is devoted to language laboratory drill and preparation of assigned material. Three days at mid-term and the final week of the course are spent in a special language-house in which Spanish is spoken exclusively.

ACHIEVEMENT RECORD

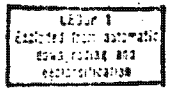
Student progress is evaluated primarily on oral recitation in the form of drills and free conversation based on memorized material. In addition, several tests are given during the course. The number of students receiving each adjectival rating on overall course performance is shown below. This student's rating is indicated by the asterisk.

<u>Incomplete</u>	<u>Unsatisfactory</u>	<u>Satisfactory</u>	<u>Excellent</u>
1	0	2*	1

Mr. Tarasoff's application and interest throughout the course was unstinting. Progress in all course objectives was modest but steady. In future study particular attention should be given to pronunciation and structure.

FOR THE DIRECTOR, OF TRAINING:	<i>Francis C. Martini</i> Chief Instructor	11 Jun 63 Date
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S-E-C-R-E-T
(When filled in)



SECRET
(When Filled In)

25 OCT 1962
Seen by [Signature]

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						019477	
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) Tarasoff Boris D.			2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-11	5. SO OD	
6. OFFICIAL POSITION TITLE IO (Foreign Doc)			7. OFF/DIV/BR OF ASSIGNMENT CO/FDD/USSR Branch		8. CURRENT STATION Hq.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input type="checkbox"/> ANNUAL	<input checked="" type="checkbox"/> X	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 21 October 1962				12. REPORTING PERIOD (From - to) 1 Oct 61 - 20 Sept 1962			
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Reads Russian-language newspapers, periodicals and books to find information of intelligence value on Soviet heavy and construction machinery industries						O	
SPECIFIC DUTY NO. 2						RATING LETTER	
Evaluates materials found in published sources for processing through internal reports or through contract translations						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Extracts and translates items for internal reports						P	
SPECIFIC DUTY NO. 4						RATING LETTER	
Compiles Quarterly Scheduled report, <u>Commodity Output of USSR Union Republics</u>						S	
SPECIFIC DUTY NO. 5						RATING LETTER	
Scans Russian-language newspapers, periodicals, and books and selects items of interest to the entire Industry and Materials Section of USSR Branch, FDD						O	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

During his rating period, as during his entire tour of duty in FDD, Mr. Tarasoff has demonstrated himself to be a mature highly-capable intelligence officer. His professional ability and personality contributed greatly to the smooth operation of his section.

26 11 62

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 20 Sept 1962	SIGNATURE OF EMPLOYEE Dmitri D. Tarasoff	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 1 yr, 10 mos.	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 19 Sept 1962	OFFICIAL TITLE OF SUPERVISOR Chief, Industry and Materials Section, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE EDWIN R. STRAKNA
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I agree with this rating. Mr. Tarasoff has common sense and intelligence sense. He appreciates the significance of information, for intelligence purposes, both in the fields for which he is responsible and in other fields as well. His ability to scan rapidly a great volume of Russian-language material, and extract or note items of value, will be sorely missed.		
DATE 24 Sept 1962	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE TALBOT BIELEFSLOTT

SECRET

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER			
						19477			
SECTION A GENERAL									
1. NAME (Last) (First) (Middle) Tarasoff, Boris D.			2. DATE OF BIRTH 2 November 1908		3. SEX M	4. GRADE GS-11			
3. SERVICE DESIGNATION OD		6. OFFICIAL POSITION TITLE IO (Foreign Doc.)			7. OFF/DIV/BR OF ASSIGNMENT OO/FDD/USSR Branch				
8. CAREER STAFF STATUS				9. TYPE OF REPORT					
<input type="checkbox"/> NOT ELIGIBLE		<input type="checkbox"/> MEMBER		<input type="checkbox"/> DEFERRED		<input type="checkbox"/> INITIAL			
<input type="checkbox"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> ANNUAL			
<input type="checkbox"/> REASSIGNMENT/SUPERVISOR		<input type="checkbox"/> REASSIGNMENT/EMPLOYEE							
10. DATE REPORT DUE IN O.P. 31 Oct 1961			11. REPORTING PERIOD 1 Oct 60-31 Sep 61 To		SPECIAL (Specify)				
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES									
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).									
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent			
5 - Excellent		6 - Superior		7 - Outstanding					
SPECIFIC DUTY NO. 1 Reads Soviet newspapers, journals, and books for information on Soviet heavy machine building, industrial organizations, on subjects covered by other section members.			RATING NO. 7	SPECIFIC DUTY NO. 4 Compiles quarterly scheduled report <u>Commodity Output of USSR Union Republics</u>			RATING NO. 5		
SPECIFIC DUTY NO. 2 Judges value of information in Soviet publications, and selects such information for publication in scheduled reports or for contract translation.			RATING NO. 6	SPECIFIC DUTY NO. 5 Performs special assignments for other CIA components, such as interpreting from tapes and writing reverse translations.			RATING NO. 6		
SPECIFIC DUTY NO. 3 Writes and compiles articles for scheduled reports.			RATING NO. 5	SPECIFIC DUTY NO. 6			RATING NO.		
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION									
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.									
<ul style="list-style-type: none"> 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. 						<table border="1" style="width: 100%; height: 40px;"> <tr><td style="text-align: center;">RATING NO.</td></tr> <tr><td style="text-align: center; font-size: 24px;">6</td></tr> </table>		RATING NO.	6
RATING NO.									
6									
SECTION D DESCRIPTION OF THE EMPLOYEE									
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee									
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree			
5 - Outstanding degree									
CHARACTERISTICS						NOT APPLICABLE	NOT OBSERVED		
						1	2		
						3	4		
						5			
GETS THINGS DONE							X		
RESOURCEFUL							X		
ACCEPTS RESPONSIBILITIES							X		
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES							X		
DOES HIS JOB WITHOUT STRONG SUPPORT							X		
FACILITATES SMOOTH OPERATION OF HIS OFFICE							X		
WRITES EFFECTIVELY						X			
SECURITY CONSCIOUS							X		
THINKS CLEARLY							X		
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							X		
OTHER (Specify):									
SEE SECTION "E" ON REVERSE SIDE									

SECRET

(When Filled In)

SECTION E		NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE	
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.</p>			
<p>Serious-minded, hard-working, well-informed. ^{Nov 3} Has ^{has} profound knowledge of the USSR, its people, and its institutions. Innately an intelligence officer, he has the ability to discern news of intelligence value where others see nothing. Maintains an image of the world ^{USSR}, the US and the CIA in his mind, and seldom makes incorrect prediction or estimate regarding World or Soviet affairs.</p> <p>His intellectual maturity of the Russian language makes him adaptable to a large variety of assignments. Is characterised by resoluteness, steadfastness, and ability to resist pressure or propaganda.</p> <p>His work in the section has been excellent throughout, and he covers subject fields equivalent to the work of 3 people in 1955. He works very well as part of a team.</p> <p>His qualifications are an asset both for work in FDD and for assignments involving personal contacts and utilizing spoken Russian.</p>			
SECTION F		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I certify that I have seen Sections A, B, C, D and E of this Report.			
DATE	SIGNATURE OF EMPLOYEE		
25 October 1961			
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
9	Is at present on detached duty. Will be shown copy on his return.		
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.			
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS		REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 October 1961	Chief, Industry & Materials Section	Edwin R. Strakna	
3. BY REVIEWING OFFICIAL			
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.			
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.			
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.			
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.			
COMMENTS OF REVIEWING OFFICIAL			
This supervisor tends to rate a little high in his over-all evaluations; Mr. Tarasoff's performance is not <u>outstanding</u> in <u>every</u> respect; however, he is a superior employee, and has an unusual amount of native common sense and intelligence insight.			
*literally			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
25 October 1961	Chief, USSR Branch	Talbot Bielefeldt	

SECRET

31 OCT 1960

SECRET
(When Filled In)

Seen by OD/CSB

FITNESS REPORT						EMPLOYEE SERIAL NUMBER
						19477
SECTION A GENERAL						
1. NAME (Last) Barsoff		(First) Boris		(Middle) D.	2. DATE OF BIRTH NOV 1908 1908	
3. SERVICE DESIGNATION CD		4. OFFICIAL POSITION TITLE AV (FOR. DOC)			5. OFF/DIV/BR OF ASSIGNMENT CO/FDD/WASR Branch	
6. CAREER STAFF STATUS				7. TYPE OF REPORT		
NOT ELIGIBLE <input type="checkbox"/>		MEMBER <input checked="" type="checkbox"/>		DEFERRED <input type="checkbox"/>		INITIAL <input type="checkbox"/>
PENDING <input type="checkbox"/>		DECLINED <input type="checkbox"/>		DENIED <input type="checkbox"/>		ANNUAL <input checked="" type="checkbox"/>
8. REASSIGNMENT/SUPERVISOR		9. REASSIGNMENT/EMPLOYEE				
10. DATE REPORT DUE IN O.P. 31 Oct 60		11. REPORTING PERIOD From 1 Oct 59 To 30 Sep 60		12. SPECIAL (Specify)		
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding						
SPECIFIC DUTY NO. 1 Scans Soviet documents for information on a wide range of industrial subjects for use in his own and others' reports		RATING NO. 6		SPECIFIC DUTY NO. 4		RATING NO.
SPECIFIC DUTY NO. 2 Writes intelligence information reports on chemical, metallurgical, construction, and power machinery		RATING NO. 5		SPECIFIC DUTY NO. 5		RATING NO.
SPECIFIC DUTY NO. 3 Handles special projects, oral and written, as required		RATING NO. 5		SPECIFIC DUTY NO. 6		RATING NO.
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.						
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.						RATING NO. 5
SECTION D DESCRIPTION OF THE EMPLOYEE						
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee						
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree
						5 - Outstanding degree
CHARACTERISTICS						RATING
						1 2 3 4 5
GETS THINGS DONE						X
RESOURCEFUL						
ACCEPTS RESPONSIBILITIES						X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X
DOES HIS JOB WITHOUT STRONG SUPPORT						X
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X
WRITES EFFECTIVELY						X
SECURITY CONSCIOUS						X
THINKS CLEARLY						X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X
OTHER (Specify):						
SEE SECTION "E" ON REVERSE SIDE						

SECRET

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and his greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining personnel actions.</p> <p>His native Russian language facility is of tremendous assistance to the section and the agency. His rapid scanning of Soviet documents for his own jobs turns up valuable bits of information on other subjects, which he is always careful to refer to the proper persons. He is always ready to assist with language problems and if he doesn't know the answer he exhausts all possible means to find it. He is called on for special branch or division projects involving reverse translations, and he has held a number of TDY assignments requiring spoken Russian. The morsels of intelligence gleaned for his own reports from the masses of material which he scans are briefly and tersely stated. Is a systematic worker, keeps good files, and avoids duplication. Plans and organizes his activities carefully so that he always manages to complete a project well ahead of the target date. Has constant informal contact with all his consumers and goes to any length to give them what they want, provided that their request is reasonable and justifiable. If they ask for something which he knows is of no value or which has been duplicated elsewhere, he has no difficulty in persuading them to cancel the requirement, since they have learned that they can trust his work and his genuine desire to help. It is not hard to discern that he sometimes gets bored with the monotony of his work, but an occasional tour of TDY is generally sufficient to revive his enthusiasm for another year at his desk. Has an uneven temperament, sometimes gloomy and sometimes bantering, but only rarely does this affect his working relationships.</p>		
SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE	SIGNATURE OF EMPLOYEE	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
52	Employee on TDY	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
25 Oct 60	Chief, Materials and Industry Section, USSR Branch	Rosamund L. Deutsch
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I SHOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I SHOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I SHOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
28 October 1960	Chief, USSR Branch	Talbot Bielerfeldt

SECRET

SECRET
(When Filled In)

3 MAY 1959

Classified by OD/CSR

FITNESS REPORT				EMPLOYER SERIAL NUMBER								
				19,477								
SECTION A GENERAL												
1. NAME (Last) (First) (Middle) Tarasoff, Boris D.			2. DATE OF BIRTH 2 Nov 1908		3. SEX M							
4. GRADE GS-10		7. OFF/DIV/BR OF ASSIGNMENT OO/FDD/USCR Branch										
5. SERVICE DESIGNATION OD			6. OFFICIAL POSITION TITLE IO (Foreign Documents)									
8. CAREER STAFF STATUS			9. TYPE OF REPORT									
<input type="checkbox"/> NOT ELIGIBLE	<input checked="" type="checkbox"/> MEMBER	<input type="checkbox"/> DEFERRED	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT/SUPERVISOR								
<input type="checkbox"/> PENDING	<input type="checkbox"/> DECLINED	<input type="checkbox"/> DENIED	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT/EMPLOYEE								
10. DATE REPORT DUE IN O.P. 31 Oct 1959		11. REPORTING PERIOD From To 20 Nov 58-30 Sep 59		SPECIAL (Specify)								
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES												
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).												
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding												
SPECIFIC DUTY NO. 1 Scans Soviet documents for intelligence information on a wide range of industrial subjects		RATING NO. 6	SPECIFIC DUTY NO. 4		RATING NO.							
SPECIFIC DUTY NO. 2 Writes reports based on the above material		RATING NO. 4	SPECIFIC DUTY NO. 6		RATING NO.							
SPECIFIC DUTY NO. 3 Does special scanning, translation, and research jobs as required		RATING NO. 5	SPECIFIC DUTY NO. 6		RATING NO.							
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION												
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.												
<ul style="list-style-type: none"> 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. 					RATING NO. 5							
SECTION D DESCRIPTION OF THE EMPLOYEE												
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee												
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree				
CHARACTERISTICS						NOT APPLI-CABLE	NOT OB-SERVED	RATING				
								1	2	3	4	5
GETS THINGS DONE											X	
RESOURCEFUL											X	
ACCEPTS RESPONSIBILITIES										X		
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES											X	
DOES HIS JOB WITHOUT STRONG SUPPORT											X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE										X		
WRITES EFFECTIVELY									X			
SECURITY CONSCIOUS											X	
THINKS CLEARLY											X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS											X	
OTHER (Specify):												
SEE SECTION "E" ON REVERSE SIDE												

SECRET

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for greater responsibilities. Avelity or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for future personnel actions. Shows skill and good judgment in extracting data on a wide range of technical subjects from Soviet documents, which he scans with great facility. His written reports based on this material present good intelligence information. However, they suffer slightly from small inaccuracies in syntax and grammar, and there are occasional passages where the meaning is vague or the logical connection between facts has not been made clear. This type of passage may be further complicated by his lack of native familiarity with the precise English idiom and his tendency sometimes to use the wrong connective. However, any such failings in the use of English are entirely offset by his superior knowledge of Russian. His promptness in submitting reports and in completing other assignments is exceptional. Maintains close relations with consumers and goes out of his way to fill all their requirements to the letter. His greatest asset to the section, branch, and division is his native Russian fluency and his knowledge of the USSR. He not only serves as consultant and authority on the Russian language for the section and branch, but takes on extra jobs as translator or interpreter as required by the division or the agency. His natural intelligence has enabled him to do on-the-spot or rush jobs in fields in which he has had no background. He continues to learn and to retain his knowledge. During a period when his well-deserved promotion was blocked because of the lack of a slot, a situation which was unfortunate but the fault of no one in his office, he became a bit rebellious and reluctant to take on extra duties which he otherwise would have accepted. He feels, and rightly so, that he is capable of more challenging and perhaps more interesting assignments which require the use of spoken Russian. Every opportunity has been given him to find such a permanent assignment, and he has just been on extended TDY involving such activities.</p>		
SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 29 Oct 1959	SIGNATURE OF EMPLOYEE Boris D. Tarasoff	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 3 yrs, 4 mo	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
DATE 28 Oct 1959	OFFICIAL TITLE OF SUPERVISOR Chief, Industry and Materials RESEARCH Section, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE Rosaund E. Deutsch <i>Rosaund E. Deutsch</i>
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE 29 October 1959	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE <i>Talbot Bielefeldt</i> TALBOT BIELEFELDT

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section "A" below.

SECTION A. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
TARASOFF, Boris D.	2 November 1908	M	CD
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
CC/FDD/USSR Branch		IO (Foreign Doc)	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-05	11 December 1958	21 November 1957 - 20 November 1958	
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
	<input checked="" type="checkbox"/> ANNUAL		

SECTION B. CERTIFICATION	
1. FOR THE RATER: THIS REPORT <input checked="" type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED; IF NOT SHOWN, EXPLAIN WHY	
A. CHECK (X) APPROPRIATE STATEMENTS:	
<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN CI OR D, A WARNING LETTER HAS BEEN SENT TO HIM SA COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

D. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
20 Nov 58	Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>	Sec. USSR Br. Chief, Materials & Industry
2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.		

DATE
 11-26-58
 11/58

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
20 Nov 1958	Talbot Hielefeldt <i>Talbot Hielefeldt</i>	Chief, USSR Branch

SECTION C. JOB PERFORMANCE EVALUATION	
1. RATING ON GENERAL PERFORMANCE OF DUTIES	
<p>DEFINITIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.</p>	
5 INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.
COMMENTS:	

SECRET
(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES:

DIRECTIONS:

a. State in the space below the kind of distinct specific duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.

b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.

c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).

d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.

e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.

f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

OFFICE OF PERSONNEL
Nov 21 9:00 AM '50
MAIL ROOM

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	2 - RARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	3 - PERFORMS THIS DUTY ACCEPTABLY	
	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	
	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	

SPECIFIC DUTY NO. 1 Scans Soviet documents for intelligence material on a wide range of technical fields	RATING NUMBER 5	SPECIFIC DUTY NO. 4 Maintains technical files	RATING NUMBER 5
SPECIFIC DUTY NO. 2 Writes technical reports	RATING NUMBER 4	SPECIFIC DUTY NO. 5	RATING NUMBER
SPECIFIC DUTY NO. 3 Serves as language consultant	RATING NUMBER 5	SPECIFIC DUTY NO. 6	RATING NUMBER

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. Works hard. Reads Russian rapidly and looks out for material of interest to others as he scans. Is adaptable and flexible and handles several different technical fields with equal facility. Can tackle almost any subject without previous experience and turn out a good job. His native knowledge of Russian is of considerable benefit to the whole section. Selects the salient points from masses of useless or repetitive material with intelligent judgment, and compiles reports which are pointed and concise. His only deficiency of any consequence is the slight awkwardness and occasional lack of clarity in his written English style. His English has improved considerably during the past two years, but sometimes the failure to use the most precise term or the right connective complicates for the reader a conception which is perfectly clear to the writer.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

5	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

Not necessarily better suited, but a position requiring the use of native Russian speaking ability would also be suitable.

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the (U) no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle) TARASOFF Boris D.	2. DATE OF BIRTH 2 November 1908	3. SEX M	4. SERVICE DESIGNATION OD
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT OO/FDD/USSR Branch		6. OFFICIAL POSITION TITLE IO (Foreign Doc)	
7. GRADE GS-09	8. DATE REPORT DUE IN OP 11 December 1958	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 21 November 1957 - 20 November 1958	
10. TYPE OF REPORT (Check one)	INITIAL <input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE <input type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>
SECTION F. CERTIFICATION			
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED			
A. THIS DATE 20 Nov 58	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>	C. SUPERVISOR'S OFFICIAL TITLE Sec. USSR Br. Chief, Materials & Industry	
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.			
A. THIS DATE 20 Nov 1958	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Tillot Eielefeldt <i>Tillot Eielefeldt</i>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	
SECTION G. ESTIMATE OF POTENTIAL			
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES			
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.			
RATING NUMBER 6	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED		
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED		
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES		
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES		
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING		
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL		
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES		
2. SUPERVISORY POTENTIAL			
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.			
DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION 1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION 2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION 3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION		
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION	
	2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)	
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)	
	0	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)	
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT	
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION	
	2	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX	
		OTHER (Specify)	

SECRET

(When Filled In)

3 INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
 28
 OFFICE OF PERSONNEL

COMMENTS CONCERNING POTENTIAL: Should have been promoted months ago, but has been prevented by lack of a slot. His inherent intelligence should enable him to learn rapidly any new fields, processes, or policies required. He is patient in teaching staff people, and goes out of his way to help those who come to him for assistance. He has the ability to carry responsibility without worrying about it.

MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

He is anxious to have a tour of duty overseas, and since he has not been able to advance in his present job because of conditions beyond his control, his efforts to find such a position have not been discouraged.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

After a single tour of overseas duty, which he will not accept unless his wife can accompany him without losing her CIA status, he would like to settle down permanently in the U.S.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- 3 - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	27. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
3	6. ENJOYS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section 'A' below.

SECTION A. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
TARASOFF Boris D.	2 November 1908	M	OD
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION/TITLE	
OO/FDD/USSR Branch		Foreign Documents Officer	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-9	11 December 1957	21 November 1956 - 20 November 1957	
10. TYPE OF REPORT (Check one)	INITIALS	ASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
<input checked="" type="checkbox"/> ANNUAL		ASSIGNMENT-EMPLOYEE	

SECTION B. CERTIFICATION	
1. FOR THE RATER: THIS REPORT <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.	
A. CHECK (X) APPROPRIATE STATEMENTS:	
<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "UNSATISFACTORY" OR "D", A WARNING LETTER MUST BE SENT TO HIM OR HER, ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS OR HER PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	
B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR
13 Nov 57	Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>
	D. SUPERVISOR'S OFFICIAL TITLE
	Chief, Industrial Sec USSR Branch
2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.	

BY	DATE
Pested Pos. Control <i>Ju</i>	13 NOV
Reviewed by <i>DEU</i>	<i>Pelt 11/13/57</i>

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
15 Nov 1957	<i>Carl E. Bielerfeldt</i>	Chief, USSR Branch

SECTION C. JOB PERFORMANCE EVALUATION	
1. RATING ON GENERAL PERFORMANCE OF DUTIES	
DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.	
<div style="border: 1px solid black; padding: 5px; display: inline-block;">5</div> INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE, CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPT SOMETIMES.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																																			
<p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the more important SPECIFIC DUTIES OF PERSONNEL (this rating period). Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table style="width:100%; font-size: small;"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>MAIL ROOMS</td> <td>INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td></td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td></td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td></td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td></td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td></td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td></td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td></td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOMS	INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS		PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS		TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES		DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO		KEEPS BOOKS	TYPING	COORDINATES WITH OTHER OFFICES		DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS		MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE		EVALUATES SIGNIFICANCE OF DATA
ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOMS	INTERROGATIONS																																
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5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB																																			
SPECIFIC DUTY NO. 1 Analyzes Soviet documents and selects intelligence information	RATING NUMBER 5	SPECIFIC DUTY NO. 4	RATING NUMBER																																
SPECIFIC DUTY NO. 2 Compiles intelligence reports	RATING NUMBER 4	SPECIFIC DUTY NO. 5	RATING NUMBER																																
SPECIFIC DUTY NO. 3 Serves as consultant on linguistic matters	RATING NUMBER 5	SPECIFIC DUTY NO. 6	RATING NUMBER																																
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE																																			
<p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. Minor difficulties with English usage do not prevent him from turning out reports which are concise and to the point. Ideas are in general clearly formulated, although there are occasional instances of inexactness of expression. Because of his native facility in the Russian language, on the other hand, he is frequently consulted on all levels throughout the branch on matters involving interpretation of the foreign text. He is not an eager beaver, and because of his language fluency can accomplish as much as others in less time and with less effort. Probably works at full capacity only under pressure, and for this reason some of his best contributions have been on special projects with target dates, several of which have covered material outside his field of responsibility. His disposition is generally patient, stable, and unruffled.</p>																																			
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION																																			
<p>DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p>																																			
5	1 - DEFINITELY UNSUITABLE... HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE... BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																																		
IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. IF YES,																																			
Although present performance is entirely satisfactory, he is not in a position here to utilize fully his Russian language speaking facility.																																			

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the CR no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
TARASOFF Boris D.	2 November 1908	M	OD
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
OO/FDD/USSR Branch		Foreign Documents Officer	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-9	11 December 1957	21 November 1956 - 20 November 1957	
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
	<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT-EMPLOYEE	

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
13 Nov 57	Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>	Chief, Industrial Sec USSR Branch
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
15 Nov 57	Arthur Bielefeldt <i>Arthur Bielefeldt</i>	Chief, USSR Branch

SECTION G. ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? Yes No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1	BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2	BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3	BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	2	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR POLICY AND ORGANIZATION (Executive level)
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND COMPLEX
	2	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

BY *[Signature]*

Posted Pos. Control *[Signature]* 11/19/57

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE NAMED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
 16
 OFFICE OF PERSONNEL

4. COMMENTS CONCERNING POTENTIAL
 Because of his innate capacity I would judge that after initial adjustments, and with application, he will always be able to meet the requirements of any situation. His day to day activities will not always give evidence of this versatility, and it may sometimes come as a surprise.
 MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL
 He is now getting teaching experience by teaching one class in Basic Russian and another in Russian Conversation.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

Because of his age, he would like to have a tour of overseas service within the next two or three years, before he settles down here to a permanent assignment.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	1	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section 'A' below.

SECTION A. GENERAL					
1. NAME (Last) TARASOFF (First) Boris (Middle) D.	2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. SERVICE DESIGNATION SI-0D		
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT OO/FDD/USSR Branch			6. OFFICIAL POSITION TITLE Foreign Documents Officer		
7. GRADE GS-7	8. DATE REPORT DUE IN OP. 11 Dec 1956	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) June 56 - 20 Nov 56			
10. TYPE OF REPORT (Check one)	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)		
	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE			

SECTION B. CERTIFICATION	
1. FOR THE RATER: THIS REPORT <input checked="" type="checkbox"/> HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.	Supervisor temporarily in another office.

A. CHECK (X) APPROPRIATE STATEMENTS:	
<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "1" IN C1 OR 3, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE 4 Dec 56	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Rosamund E/ Deutsch	D. SUPERVISOR'S OFFICIAL TITLE Chief, Industrial Section, USSR Branch
---------------------------------	--	---

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY <i>gwr</i> DATE 12-11-56
Posted Pos. Control <i>12/11/56</i>
Reviewed by PUD <i>12/11/56</i>

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.	
A. THIS DATE 10 Dec 56	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Falst Bielefeldt
OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	

SECTION C. JOB PERFORMANCE EVALUATION	
1. RATING ON GENERAL PERFORMANCE OF DUTIES	
DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.	
<div style="border: 1px solid black; padding: 5px; display: inline-block;">4</div> INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET
(When Filled In)

OFFICE OF PERSONNEL
Dec 11 10 12 AM '56

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:
 a. State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.
 b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
 c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
 d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
 e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
 f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING GIVING LECTURES CONDUCTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING	HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE	CONDUCTS INTERROGATIONS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA
--	---	---

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
----------------------------------	--	--

SPECIFIC DUTY NO. 1 extracts information from Soviet documents	RATING NUMBER 4	SPECIFIC DUTY NO. 4	RATING NUMBER
SPECIFIC DUTY NO. 2 compiles technical intelligence reports	RATING NUMBER 5	SPECIFIC DUTY NO. 5	RATING NUMBER
SPECIFIC DUTY NO. 3 maintains files of machine models and plants	RATING NUMBER 4	SPECIFIC DUTY NO. 6	RATING NUMBER

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. I feel that Mr. T. has not yet been on the job long enough to demonstrate his maximum capabilities. Although he came with no background in his specialized field, he has shown considerable facility in acquiring technical information and building up his technical vocabulary. He has a good eye for intelligence. Although he has not native English fluency, his reports are pointed, concise, and, except for occasional minor points of grammar, very well expressed indeed. Owing to his persistence and application, he was rated second highest in a class in English usage. Soon after his BOD, the analyst whom Mr. T. was assisting was transferred, leaving him with full responsibility for covering a field which was still very new to him. He has done an exceedingly good job under the most unpropitious circumstances. He needs to develop fuller utilization of varied research methods, but this will be easier as he becomes more familiar with the materials and problems with which he has to deal. His native Russian fluency is a decided asset. He is calm, cooperative, and easy to work with.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

RATING NUMBER	1 - DEFINITELY UNSUITABLE...HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE...HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION
----------------------	--

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

His native Russian fluency might be better utilized in some other type of position, although his performance on his present job is entirely satisfactory.

SECRET
(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision for AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the (G) no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
TARASOFF Boris D.	2 Nov 1908	M	SD-OD
5. OFFICE DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
OO/FDD/USSR Branch		Foreign Documents Officer	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-7	11 Dec 1956	June 1956 - 20 Nov 56	
10. TYPE OF REPORT (Check one)	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)
	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE	

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
4 Dec 56	Posamund E. Deutsch	Chief, Industrial Section, USSR Branch
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMORANDUM		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
10 Dec 1956	Talbot Bielefeldt	Chief, USSR Branch

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES
3	

2. SUPERVISORY POTENTIAL	
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	

DESCRIPTIVE RATING NUMBER	DESCRIPTIVE SITUATION	
	ACTUAL	POTENTIAL
0		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
0		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
0		A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
0		WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
0		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
0		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		For the reasons stated on the Performance Report, I feel it is not other (Specify) possible to make a fair estimate of his supervisory potential at this time.

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATING RECORDED HAS BEEN UNDER YOUR OFFICE OF PERSONNEL

4 months

4. COMMENTS CONCERNING POTENTIAL

I feel ~~it~~ very definitely that Mr. Tarasoff's overall potential ~~is~~ ^{has} ~~is~~ ^{are} greater than he has had an opportunity to show thus far. This will doubtless be reflected in his next evaluation.

MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Since Mr. T. has been on duty such a short time, present plans are simply to give him further training in his present job and to allow him to develop to his maximum capacity there. He will soon be enrolled in the I.O.C.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

His native Russian fluency should be taken into account.

REVIEWING OFFICIAL'S COMMENTS: I do not think he so nearly average in all respects as indicated in Sec. I, below. I do not know him well enough to disagree with most of the ratings, but I would rate him "4" on items 7, 15 and 29, at least. Quiet, unobtrusive, modest, cooperative. Have seen few indications of initiative, but such not to be expected while he is learning a new job; no reason to assume incapable of initiative. T. Bielefeldt

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE, CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

CATEGORY NUMBER

1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE

2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE

3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE

4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE

5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	3	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	3	25. DISPLAYS JUDGEMENT
3	6. ENDS UP WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	3	19. THINKS CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

Example

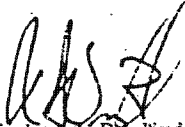
MEMORANDUM FOR: Director of Personnel

THROUGH : CSPS
CCS/NOC
Office of Security
CI Staff

SUBJECT : Summary of Agency Employment -
Mr. Boris D. Tarasoff. ~~██████████~~

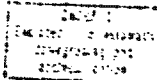
1. Mr. Boris D. Tarasoff, a Translator/Transcriber with the Agency since February 1956, will retire effective 30 November 1970. Your approval is requested for him to use the attached employment history.

2. For your information, we have been advised by the Mexico City Station that once Mr. Tarasoff has retired to Guadalajara, Mexico, except for establishing new social relationships, he will probably not be asked to go into any detail about his past cover jobs that would require anyone to call upon these firms for backstopping confirmation. In the event he should become involved in any post-retirement activities that might require checking into his past, Mr. Tarasoff will contact Headquarters for instructions.


Richard B. Wright
Chief, WH Support

Attachment:
Employment Resume

SECRET



SECRET

SUBJECT: Summary of Agency Employment -
Mr. Boris D. Tarasoff, ██████████

CONCUR:

Carl T. Taylor
C/CSPS

4 Nov 70
Date

John E. McLeod
C/CCS

6 Nov 70
Date

W. Harpenter jr
Director of Security

10 Nov 70
Date

John E. Hubbard
C/CI Staff

18 Nov 70
Date

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

1955-1959: I worked for various establishments in Washington, D.C., as a translator from Russian into English, such as the Library of Congress, and various other translating firms, which abound in Washington, with a salary varying in accordance with the output of translated material, from \$500.00 to 1,000.00 per month.

1959-1963: I was employed by USJPRS Bureau of Standards, Dept. of Commerce, Wash, D.C., which is a company under contract to the Dept. of State, the Dept. of Defense and on occasion to the Dept. of the Interior (fish hatcheries division). I worked as an analyst and translator, at home most of the time, translating and analyzing articles from newspapers and technical magazines. I was paid \$8.00 for 1,000 words for ordinary material, \$10.00 for technical and \$12.00 for scientific subjects. Also, I was hired by the Dept. of State to be an interpreter for two Soviet delegations at \$25.00 per diem plus expenses. I spent five weeks with each of them.

1963-1970: After leaving USJPRS I came to Mexico with my wife and children to avoid the weather extremes of the USA ~~XXXXXXXX~~ and to look into possibilities of profitable investments that could all be financially after my retirement. My income during this period came from annuities and the moneys lent to my brother-in-law in Cleveland, Ohio, who is a successful real estate man and the owner of an amusement machine's business (Cadillac Music Co.) in which I had invested some money previously. I was also connected by mail with a Linguistics Studies firm, Room 212, 419 Boylston St., Boston 16, Mass. Frequently some of my friends from USJPRS would send me some special articles for translation. I would charge the above organizations in accordance with the time spent in translating. This amounted to roughly \$10,000.00 a year.

H MHT-10577

1956-1959: I worked for various establishments in Washington, D.C., as a translator from Russian into English, such as the Library of Congress, and various other translating firms, which abound in Washington, with a salary varying in accordance with the output of translated material, from \$500.00 to 1,000.00 per month.

1959-1963: I was employed by USJPRS Bureau of Standards, Dept. of Commerce, Washington, D.C. I worked as an analyst and translator, at home most of the time, translating and analyzing articles from newspapers and technical magazines. I was paid \$8.00 for 1,000 words for ordinary material, \$10.00 for technical and \$12.00 for the scientific subjects. Also, I was utilized by the Dept. of State to be an interpreter for two Soviet delegations at \$25.00 per diem plus expenses. I spent five weeks with each of them.

1963-1970: After leaving USJPRS I came to Mexico with my wife and children to avoid the weather extremes of the USA and to look into possibilities of profitable investments that could aid me financially after my retirement. My income during this period came from annuities and the moneys lent to my brother-in-law in Cleveland, Ohio, who is a successful real estate man and the owner of an amusement machines business (Cadillac Music Co.) in which I had invested some money previously.

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

- 1 FOLLOW THESE GENERAL INSTRUCTIONS:**
- Read the back of the "Duplicate" carefully before you fill in the form.
 - Fill in **BOTH COPIES** of the form. Type or use ink.
 - Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
<i>J. B. [redacted]</i>			1908	
EMPLOYER'S DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	
<i>[redacted]</i>			<i>[redacted]</i>	

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

<p>Mark here if you WANT BOTH optional and regular insurance</p> <p><input type="checkbox"/></p> <p>(A)</p>	<p>ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE</p> <p>I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.</p>
<p>Mark here if you DO NOT WANT OPTIONAL but do want regular insurance</p> <p><input checked="" type="checkbox"/></p> <p>(B)</p>	<p>DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE</p> <p>I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.</p>
<p>Mark here if you WANT NEITHER regular nor optional insurance</p> <p><input type="checkbox"/></p> <p>(C)</p>	<p>WAIVER OF LIFE INSURANCE COVERAGE</p> <p>I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.</p>

4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

SIGNATURE (do not print)

[redacted]

DATE

14 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

[Faint stamp]

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1958
(For use only until April 18, 1968)
176-201

ADMINISTRATIVE INTERNAL USE ONLY

9 JUN 1965

MEMORANDUM FOR: *Toravoff, Howard D.*
~~████████████████████~~

SUBJECT : Retirement Planning

1. The established policy of the Agency favors early retirement of its employees who, as you know, are normally expected to retire when they become eligible for a full annuity. The prospect of retirement deserves serious thought and planning, and you should therefore know that you will be eligible for retirement, according to our records, during November, 1970.
2. Planning ahead can bring about, with each passing year, definite progress toward your retirement goals. The Agency is anxious to assist you in planning for your retirement. It is even more important, as an employee, that you begin now to plan for this occasion.
3. You deserve to know as much as possible about the general subject of retirement and more specifically about the retirement policy itself, your annuity, life and health insurance protection, opportunities for other employment, Social Security benefits, and educational materials available on the subject. The Agency feels that this type of information and advisory service should be made available to you at least five years prior to the date of your eligibility.
4. You are requested to call the Executive Secretary of the Board, Mr. Howard G. Phillips, on extension 6872 to arrange an appropriate time to discuss any plans you may have and benefits available to you upon retirement.

/s/ Howard G. Phillips

Lawrence R. Houston
Chairman
Agency Retirement Board

ADMINISTRATIVE INTERNAL USE ONLY

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE				
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY		
NAME OF EMPLOYEE (use pseudo only if 54)	DATE (from item 5-2)	NAME OF SUPERVISOR (true)	DATE (from item 5-2)	
XXXXXXXXXXXXXXXXXXXX	15 Oct '64	Herbert Manell	22 Oct 1964	
DATE RECEIVED BY CAREER SERVICE:	DISPATCH NUMBER:	DATE RECEIVED BY CAREER SERVICE:		
Jarvis M. D.	HADIT-1961			
TO BE COMPLETED BY EMPLOYEE				
1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
1908	D	Intell Officer GS-11	Mexico D.F. Mexico	
6A. DATE OF PCS ARRIVAL IN FIELD	6B. REQUESTED DATE OF DEPARTURE	6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE	
5 June 1963	5-6 Dec. 1965	13 Dec 1965	15 Jan. 1966	
7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:				
Wife - 43 Son - 17				
8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:				
<p>There are no health or other personal circumstances preventing a return to post or assignment to another foreign post. However two factors, of operational and personal nature, should be considered; Subject and family have already initiated and are in the process of completing the relatively complicated procedure of legalizing their continued residency in Mexico as "rentistas" (retired persons). Secondly, Subject's son's secondary school education is being completed in Mexico. Transfer to another foreign post could negatively affect the completion of his secondary schooling.</p> <p>(also attach personal cover questionnaire in accordance with CSI-P 140-8)</p> <ol style="list-style-type: none"> 1. Translation and transcription of Soviet technical product. 2. Preparation of characterization and assessment studies on the local Soviet complement. 				
10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS				
If returned to post for a second tour, continuation of Spanish language instruction.				

SECRET

<p>11. PREFERENCE FOR NEXT ASSIGNMENT:</p> <p>11A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.</p> <p>N.A.</p>	
<p>11B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.</p> <p><input checked="" type="checkbox"/> EXTEND TOUR <u>18</u> MONTHS AT CURRENT STATION TO <u>30 November 1966</u> (DATE)</p> <p><input type="checkbox"/> BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE. 1ST CHOICE _____ 2ND CHOICE _____ 3RD CHOICE _____</p> <p><input checked="" type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION 1ST CHOICE <u>Spain</u> 2ND CHOICE <u>Uruguay</u> 3RD CHOICE <u>Buenos Aires</u></p> <p><input checked="" type="checkbox"/> RETURN TO MY CURRENT STATION (Please note that planned departure is Dec 65, due to factor that son finishes his school year on 30 Nov 65.)</p>	
<p>TO BE COMPLETED BY FIELD STATION</p>	
<p>12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:</p> <p>The Station recommends and urges that Headquarters approve Subject's return to Station. His performance meets every Station requirement. For Subject's work, continuity is essential to obtain maximum effective product.</p>	
<p>TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE</p>	
<p>13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.</p> <p>WII Division recommends that FEINGLASS' tour of duty in Mexico City be extended until December 1965 as requested in section 6 B, and that he return for a second tour of duty following home leave.</p> <p>DATE _____ TITLE <u>C/WII/PERS</u> SIGNATURE <u>Robert D. Cashman</u></p>	
<p>FOR USE BY CAREER SERVICE</p>	
<p>14. APPROVED ASSIGNMENT:</p> <p>Approved extension to end of 1965 followed by home leave and second tour.</p>	
<p>15. EMPLOYEE NOTIFIED BY DISPATCH NO. <u>HMM5-3905</u> DATED: <u>22 Dec 1964</u></p> <p>CABLE NO. _____ DATED: _____</p> <p>CAREER SERVICE REPRESENTATIVE: <u>Dwight M. Collins</u> DATE: <u>22 Dec 1964</u> (SIGNATURE)</p>	

SECRET

ORIG : C. Biston
UNIT : WH/3/Mexico
EXT : 5940
DATE : 17 Feb 64

CLASSIFIED MESSAGE
SECRET

INDEX
 NO INDEX
 FILE IN CS FILE NO.

12 62	
ROUTING	
1	4
2	5
3	6

TO : MEXICO CITY
FROM : DIRECTOR
CONF: WH-8
INFO: CCS-3, OP-2, CI/OA, VR

17 FEB 64 20 04z

SIG CEN RRD
ROUTINE

TO MEXI INFO CITE DIR 01920

REF: MEXI 8219 (IN 19291)*

HDQS HAS POLICE STATEMENT OF GOOD CONDUCT FOR ~~XXXXXXXXXX~~
HAS NOTARIZED STATEMENT FROM BANK ATTESTING ANNUAL DEPOSITS \$5,500.
SINCE BANK WOULD NOT INCLUDE IN LETTER MORE THAN ACTUAL DEPOSITS,
HDQS OBTAINED NOTARIZED LETTER FROM COVER DIVISION NOTIONAL FIRM
STATING FEINGLASS HAS YEARLY INCOME \$6,000 FROM VARIOUS INVESTMENT
SOURCES HANDLED BY THEM. HDQS PLANNING MAIL THESE THREE DOCS TO
MEXI CONSULATE ASKING THEM AUTHENTICATE DOCUMENTS AND MAIL TO PO BOX
WASHINGTON WHICH USED BY DYVOUR. UPON RECEIPT HDQS WILL POUCH MEXI.

END OF MESSAGE

*WH Comment: Requested what action Hdqs taking to get bank statement
for FEINGLASS to facilitate his processing a rentista
petition.

J. C. KING
C/WH/D

RELEASING OFFICER

CCG/NC Baladeau (by phone)

WH/PERS ~~Baladeau~~ (by phone)

COORDINATING OFFICERS

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

J. M. WHITTEN
C/WH/3

AUTHENTICATING OFFICER

REPRODUCTION BY OTHER THAN THE ISSUING OFFICE IS PROHIBITED.

Copy No.

T. J. B. B.

1 5 JUN 1963
26

Dear Mr. [REDACTED]

Since you are a resident of the United States, you will be taxed on your worldwide income. It is important that you understand how to report your income to you while you are in the United States and the tax and obligations that will be required of you in the United States.

In 1962, you received a total of \$9575.00 and 113 shares of stock respectively. This amount includes all wages and other benefits which are subject to Federal taxation. All Federal variations will be reported to you in Form W-2 or Form 1099-DIV.

You are required to file an annual tax return for each year, reporting your entire worldwide income for that year. The gross amount of \$9575.00 plus the gross amount of any other income received from this organization, less any amounts withheld on your behalf, will be reported to you as a Form W-2. The amount to be reported to you will be based on the calendar year period as specified.

Your Federal income taxes will be withheld and reported in accordance with IR 13-1, or any subsequent regulations or provisions promulgated by the Service. For your information, the taxes are withheld from the gross amount of the income tax. When added to the income tax, the total amount of tax withheld is reported to you on Form W-2. You will be required to file an annual tax return for each year, reporting your entire worldwide income for that year. The amount of tax withheld on your behalf will be reported to you on Form W-2. You will be required to file an annual tax return for each year, reporting your entire worldwide income for that year. The amount of tax withheld on your behalf will be reported to you on Form W-2. You will be required to file an annual tax return for each year, reporting your entire worldwide income for that year. The amount of tax withheld on your behalf will be reported to you on Form W-2.

a) This organization will not withhold Federal taxes on you in an amount equal to the Federal taxes which would be due if your gross salary were subject to Federal taxes in the United States. This amount will be reported to you on Form W-2. This representation is made for your information only. You will be required to file an annual tax return for each year, reporting your entire worldwide income for that year. The amount of tax withheld on your behalf will be reported to you on Form W-2.

b) This organization will not withhold Federal taxes on you in an amount equal to the Federal taxes which would be due if your gross salary were subject to Federal taxes in the United States. This amount will be reported to you on Form W-2. This representation is made for your information only. You will be required to file an annual tax return for each year, reporting your entire worldwide income for that year. The amount of tax withheld on your behalf will be reported to you on Form W-2.

If your position requires you to make contributions to the Social Security Fund, such contributions will be deducted from your salary. Any contributions for Federal, State, and other taxes and other purposes may be deducted from your salary.

such case a portion of you received as a result of your participation in such program, shall be returned to this organization. Whether participation in a particular cover facility program is involuntary will be determined by this organization.

2. Nonofficial Cover Premium Pay. You are hereby authorized Non-official Cover Premium Pay in conformance with applicable organizational insurance. For your information, currently this premium pay is ten percent of your base salary or pay, as additional taxable compensation to you and is payable for that period of time you are assigned under this agreement.

3. Equalization Allowance. You are hereby authorized an equalization allowance to equalize your pay with applicable organizational insurance.

4. Cost of Passage. You will be entitled to travel, transportation and related expenses with the representatives of this organization abroad. Personnel of this organization and other personnel will be reimbursed for expenses incurred by you and their cover organizations or IP cover organizations for actual expenses.

5. Travel Expenses. You hereby agree that your assignment abroad will be for a maximum of **two years** from the date of your arrival at your primary or post of duty. If assignment shall be sooner terminated by the Government for its convenience, your violation of such agreement may result in regulatory travel penalties. HR 22-6 provides that if the agreement is violated during the first year of duty abroad, expenditures for travel and transportation to the post, including per diem while at headquarters and storage of effects, shall be reimbursed by the employee. If the agreement is violated after the first year of duty, but before the completion of the undertaking agreed to above, return travel at Government expense shall not be allowed.

AGREED 

6. Signature. You will be required to keep true or retract this Supplement and all information which is made public by reason hereof unless released or unring by the City, and you, in such situation, with full knowledge and understanding of the consequences may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

UNITED STATES GOVERNMENT


TREASURER OFFICER

SECRET

CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER	DIVISION
<small>INSTRUCTIONS: Use Form 1000-1 or Form 1000-2 for guidance. Complete all items including "10" when items are not applicable. Forward original and two copies for preparation of contract.</small>		C. A. [unclear] / [unclear] TELEPHONE EXTENSION: [unclear]	[unclear] DATE: [unclear] 1953
SECTION I GENERAL			
1. NAME <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> FUND	24. PROJECT	3. ASSIGNMENT NO.	6. SLOT NO.
<i>Thompson [unclear]</i>		3135-5700-1000	
	28. PERMANENT STATION	26. FUNDS	
	MEXICO CITY, MEXICO	[unclear] <input checked="" type="checkbox"/> [unclear]	
4. PREVIOUS CIA PSEUDONYM OR ALIASES	8. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include dates and salary)		
None	Staff employee 20 Feb 1956 - Present GS-11		
7. SECURITY CLEARANCE (Type and date)	24. MEDICAL CLEARANCE	9. CONTRACT IS TO BE SPECIFIED IN STERILE FORM I.E. "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Staff	<input checked="" type="checkbox"/> OBTAINED <input type="checkbox"/> INITIATED <input type="checkbox"/> NOT REQ'D.		
5. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., BY REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORM UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.)
			Staff Agent
SECTION II PERSONAL DATA			
11. CITIZENSHIP	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN	13. AGE	14. DATE OF BIRTH (Month, Day, year)
15. LEGAL RESIDENCE (City and state or country)		16. CURRENT RESIDENCE (City and state or country)	
Washington, D.C.		5109 15th St., N.W., Wash., D.C.	
17. MARITAL STATUS (Check as appropriate)			
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE:		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO RELATIONSHIP:	
Wife, 40 Son, 14 Dau, 17		Brother Wife	
SECTION III U.S. MILITARY STATUS			
20. RESERVE	21. VETERAN	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
No	Yes	N.A.	
23. BRANCH OF SERVICE	24. RANK OR GRADE	25. DRAFT ELIGIBLE	26. DRAFT DEFERMENT OBTAINED BY CIA
U.S. Army	Enl.	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY	28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. FEDERAL TAX WITHHOLDING
GS-11 ³ \$8575	---	---	COVER: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> CIA: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS W/limit	32. POST	33. OTHER	
\$3,000	---	Allowances applicable to staff agent under non-official cover.	
34. COVER (Breakdown, if any)			

SECTION VI TRAVEL			
36. TYPES <input checked="" type="checkbox"/> PCB <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			35. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. VEHICLE TO BE SHIPPED	38. VEHICLE TO BE STORED	39. PERSONAL VEHICLE TO BE SHIPPED	40. TRANSPORTATION VEHICLE TO BE USED FOR OPERATIONAL TRAVEL
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
41. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH			
Wife, U.S., 40, 5 May 1923 Son, U.S., 14, 20 Mar 1949 Dau, U.S., 17, 22 Dec 1945			
42. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
43. PURCHASE OF INFORMATION	44. ENTERTAINMENT	45. OTHER	
Yes	Yes		
46. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH			

3 June 63
Dw Collins
 Secretary, US Liaison Panel

SECRET

CONTRACT INFORMATION AND CHECK LIST (CONTINUED) <small>NOTE: SEE INSTRUCTIONS ON FIRST SHEET.</small>		CASE OFFICER [Redacted]	DIVISION [Redacted]																																																	
TELEPHONE EXTENSION (694,611)		DATE 16 May 1963																																																		
SECTION VIII OTHER BENEFITS 48. BENEFITS (See B 20-615, B 20-620, B 20-670, B-10-1000, and HB 20-620-1, NS 20-1000-1 and/or successor regulations for benefits applicable to various categories of contract personnel.) <p style="text-align: center;">All benefits applicable to Staff Agent Non-official cover premium pay.</p>																																																				
SECTION IX COVER ACTIVITY																																																				
47. STATUS (Check) <input checked="" type="checkbox"/> ESTABLISHED	49. TYPE (Check) <input checked="" type="checkbox"/> PROPRIETARY <input type="checkbox"/> SUBSIDIARY <input type="checkbox"/> EDUCATIONAL <input type="checkbox"/> MILITARY <input type="checkbox"/> OTHER	48. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL	49. OTHER BENEFITS <input checked="" type="checkbox"/> CULTURAL <input type="checkbox"/> FIDUCIARY																																																	
SECTION X OFFSET OF INCOME 50. OFFSET OF INCOME AND OTHER ENROLLMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input type="checkbox"/> NONE																																																				
SECTION XI TERM																																																				
51. DURATION Indefinite	52. EFFECTIVE DATE 11 May 1963	53. RENEWABLE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																																																		
54. TERMINATION NOTICE (Number of days)	55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO [Per Agency Regulation]																																																			
SECTION XII FUNCTION																																																				
56. PRIMARY FUNCTION (CI, PI, PP, other) <p style="text-align: center;">FI</p>																																																				
SECTION XIII DUTIES																																																				
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED <p style="text-align: center;">Translator - Russian, Spanish</p>																																																				
SECTION XIV QUALIFICATIONS																																																				
58. EXPERIENCE <p style="text-align: center;">20 Feb 56 - Sep 1962 - FDD/USSR Branch/ Hqs Sep 62 - Present - Full Time Spanish Language Training</p>																																																				
59. EDUCATION (Check Highest Level Attained)																																																				
<input checked="" type="checkbox"/> GRADE SCHOOL <input checked="" type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input checked="" type="checkbox"/> COLLEGE (No degree) <input type="checkbox"/> COLLEGE DEGREE <input type="checkbox"/> POST GRADUATE																																																				
60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)																																																				
<table border="1"> <thead> <tr> <th rowspan="2">LANGUAGE</th> <th colspan="3">SPEAK</th> <th colspan="3">WRITE</th> <th colspan="3">READ</th> </tr> <tr> <th>FLUENT</th> <th>AVERAGE</th> <th>POOR</th> <th>FLUENT</th> <th>AVERAGE</th> <th>POOR</th> <th>FLUENT</th> <th>AVERAGE</th> <th>POOR</th> </tr> </thead> <tbody> <tr> <td>Russian</td> <td></td> <td>X</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Spanish</td> <td></td> <td>X</td> <td></td> <td></td> <td>X</td> <td></td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>All Slavic Languages</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			LANGUAGE	SPEAK			WRITE			READ			FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	Russian		X			X			X		Spanish		X			X			X		All Slavic Languages										61. INDIVIDUAL'S COUNTRY OF ORIGIN <p style="text-align: center;">Russia</p>
LANGUAGE	SPEAK			WRITE			READ																																													
	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR																																											
Russian		X			X			X																																												
Spanish		X			X			X																																												
All Slavic Languages																																																				
62. AREA KNOWLEDGE <p style="text-align: center;">USSR, Turkey, All Western Europe in war, 4 mds Mexico</p>																																																				
SECTION XV EMPLOYMENT PRIOR TO CIA																																																				
63. GIVE INCLUSIVE DATES, POSITION TITLE OR TYPE WORK, SALARY AND REASON FOR LEAVING. <p style="text-align: center;">See staff employee official file</p>																																																				
SECTION XVI ADDITIONAL INFORMATION																																																				
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)																																																				
<input type="checkbox"/> OVER																																																				
APPROVAL																																																				
[Redacted Signature]		TYPED NAME & SIGNATURE																																																		

STATEMENT OF PRIOR FEDERAL AND MILITARY SERVICE

IMPORTANT: The information on this form will be used in determining creditable service for *leave purposes* and retention credits for reduction in force. The employee should complete Part I and the Personnel Office should complete Parts II through IV.

PART I—EMPLOYEE'S STATEMENT							PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE			
1. NAME (Last, first, middle initial) Tarasoff, Boris Dimitri					2. DATE OF BIRTH 2 Nov. 1908		3. RETENTION GROUP			
3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENTS (Do not include military service.)							10. CIV. STATUS (For permanent employees only) <input type="checkbox"/> YES <input type="checkbox"/> NO			
NAME AND LOCATION OF AGENCY	FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN	11. SERVICE		
	YEAR	MONTH	DAY	YEAR	MONTH	DAY		YEAR	MONTH	DAY
CIA	56	02	20							
4. LIST PERIODS OF SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO MILITARY SERVICE, WRITE "NONE."										
BRANCH	FROM—			TO—			DISCHARGE (Hon. or dishon.?)			
	YEAR	MONTH	DAY	YEAR	MONTH	DAY				
U. S. ARMY	1941	2	3	1945	Oct	20	Honorable			
5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.							12. TOTAL SERVICE 4 yrs 8 mo 15 days			
TYPE IF KNOWN (LWOP, Furl, Susp, AWOL, Noe Mac)	FROM—			TO—			TOTAL			
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS	
6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? <input type="checkbox"/> YES <input type="checkbox"/> NO (If answer is "Yes," in what agency were you employed at the time status was acquired?)							13. NONCREDITABLE SERVICE (Leave purposes only):			
7. ARE YOU: A. THE WIFE OF A DISABLED VETERAN? <input type="checkbox"/> YES <input type="checkbox"/> NO B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? <input type="checkbox"/> YES <input type="checkbox"/> NO C. THE UNREMARKED WIDOW OF A VETERAN? <input type="checkbox"/> YES <input type="checkbox"/> NO							14. NONCREDITABLE SERVICE (RIF purposes only):			
8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS. I swear (or affirm) that the above statements are true to the best of my knowledge and belief.							15. PEEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO			
20 Feb. 1956 (DATE)							16. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO			
Subscribed and sworn to before me on this 20th day of Feb. 1956 at Washington, D. C. (MONTH) (CITY) (STATE)							17. EXPIRATION DATE OF RETENTION RIGHTS			
SEAL										

NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

(OVER)

**PART III.—DETERMINING CREDITABLE SERVICE
AND SERVICE COMPUTATION DATE FOR
LEAVE PURPOSES**

	YEARS	MONTHS	DAYS
TOTAL SERVICE (Item 12).....			
NONCREDITABLE SERVICE (Item 13).....			
CREDITABLE SERVICE (Leave purposes).....			
ENTRANCE ON DUTY DATE (Present agency).....	26	02	20
LESS CREDITABLE SERVICE (Leave purposes).....	4	05	18
SERVICE COMPUTATION DATE (Leave purposes).....	51	06	02

verified 4/19/57

**PART IV.—DETERMINING CREDITABLE SERVICE
AND SERVICE COMPUTATION DATE FOR
REDUCTION IN FORCE PURPOSES**

(To be completed only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for leave purposes)

	YEARS	MONTHS	DAYS
TOTAL SERVICE (Item 12).....			
NONCREDITABLE SERVICE (Item 14).....			
CREDITABLE SERVICE (RIF purposes).....			
ENTRANCE ON DUTY DATE (Present agency).....			
LESS CREDITABLE SERVICE (RIF purposes).....			
SERVICE COMPUTATION DATE (RIF purposes)..... <small>(Enter as the "service computation date" on the employee's "Service Record Card," SF-7)</small>			

REMARKS:

CONFIDENTIAL

(When Filled In)

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave at government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last) **TARASOFF** (First) **BORIS** (Middle) **DIMITRI**

1. RESIDENCE DATA

PLACE OF RESIDENCE WHEN INITIALLY APPOINTED **SIOX - 75 ST. N.W., Wash D.C.**

PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE **US AD-7C** HOME LEAVE RESIDENCE **as above**

2. MARITAL STATUS (Check one)

SINGLE MARRIED SEPARATED DIVORCED WIDOWED ANNULLED

IF MARRIED, PLACE OF MARRIAGE **Cleveland, Ohio** DATE OF MARRIAGE

IF DIVORCED, PLACE OF DIVORCE DECREE **na** DATE OF DECREE

IF WIDOWED, PLACE SPOUSE DIED **na** DATE SPOUSE DIED

IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)
na

3. MEMBERS OF FAMILY

NAME OF SPOUSE **Anna**

NAME(S) OF CHILDREN	ADDRESS	SEX	DATE OF BIRTH
Barbara	as above	f	22 Dec 45
Raymond		m	20 Mar 49

NAME OF FATHER (Or male guardian) **TARASOFF, DIMITRI** ADDRESS **recused** TELEPHONE NO.

NAME OF MOTHER (Or female guardian) **TARASOFF, HONNA** ADDRESS **recused** TELEPHONE NO.

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY? **Mrs. E.C. CONNELLY**

4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

NAME (Mr., Mrs., Miss)	RELATIONSHIP SISTER-IN-LAW
	HOME TELEPHONE NUMBER
BUSINESS TELEPHONE & EXTENSION	

IS THE INDIVIDUAL NAMED ABOVE BITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)

YES NO

IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)

YES NO

DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.)

YES NO

The persons named in item 3 above may also be notified in case of emergency. If such notification is not desirable because of health or other reasons, please so state in item 6 on the reverse side of this form.

CONTINUED ON REVERSE SIDE

CURRENT RESIDENCE AND DEPENDENCY REPORT

CONFIDENTIAL

(Use Filled In)

VOLUNTARY ENTRIES

Experience in the handling of employment matters, the absence of certain practical data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

4. LIST THE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

UNION TRUST COMPANY DISTRICT OF COLUMBIA

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? YES NO. (If "Yes" where is document located?)

in our own possession

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? YES NO. (If "Yes" give name(s) and address)

MILTON BRADLEY BERRY GAITHERSBURG ROAD GAITHERSBURG, OHIO

HAVE YOU EXECUTED A POWER OF ATTORNEY? YES NO. (If "Yes" who possess the power of attorney?)

5. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT

Washington D.C.

DATE

29 May 1963

SIGNATURE

Boris D. Tansoff

CERTIFICATE OF ATTENDANCE

I certify that on MAR 15 1956 I have attended
(Date)
the Induction Course specified by Regulation 25-110.

BORIS DIMITRI TARASOFF
(Name) - Please print
 CLERICAL STENOGRAPHIC OTHER
OFFICE DDP / FI
GS. 7 (Grade)

APPOINTMENT AFFIDAVITS

IMPORTANT.--Before swearing to these appointment affidavits, you should read and understand the attached information for appointees

CENTRAL INTELLIGENCE AGENCY

Washington, D. C.

(Department or agency)

(Bureau or division)

(Place of employment)

I, Boris Dimitri Tarasoff, do solemnly swear (or affirm) that--

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

20 Feb. 1956
(Date of entrance on duty)

Boris D. Tarasoff
(Signature of appointee)

Subscribed and sworn before me this 20th day of Feb., A. D. 1956

at Washington, D. C.
(City)

[SEAL]

[Signature]
(Signature of officer)
[Title]
(Title)

NOTE.--If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PH		
2. (A) DATE OF BIRTH NOV. 2 1905	2. (B) PLACE OF BIRTH (city or town and State or country) ENATEKINDSLEI RUSSIA	
3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY ANNA TARASCHEFF	3. (B) RELATIONSHIP WIFE	3. (C) TELEPHONE NO.

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? YES NO
If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	(1) TEMPORARY OR NOT (2) RELATIONSHIP	MAR-RIED (Check one)	SINGLE

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X		WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY HAVE YOU RECEIVED OR DO YOU EXPECT TO RECEIVE A TEMPORARY APPOINTMENT?
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", give details in Item 10.</i>		X	
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if rated from military or naval service.</i>		X	
8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED, OR FORGOT TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.</i>		X	
9. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED \$5 OR LESS OR FORGOTTEN COLLATERAL OF \$20 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT? <i>If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>		X	

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee*—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the application and other pertinent papers. If the appointee qualified in a written examination, the signature on this form should be compared with the signature on the declaration sheet, which was signed in the examination room. His physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) *Age*—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) *Citizenship*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an obstacle for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probationary or permanent appointment in the competitive service, no other member of such family is eligible for probationary or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members of family provision does not apply to temporary appointments. Careful care may be referred to the appropriate office of the Civil Service Commission for decision.

019477
EMP#

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NAME

GS = 12 0
SCHD = GR 50

AM
ORG

AA0810500310
AA-ITEM

AE0100014936
EC00G99HRK45
TC00G99MAK54
BK5070000467
BQ361 59
BQ6033633257

AB0020200023
VJ06G99MBK45
FM006SAUXA56
BQ2110111459
BQ3111111459
ZYPI69690000

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BQ2740504457
BQ5455555357
ZM5 XXXXXX69

VF061ZUXXX45
TA04G99MAU26
FLO05SYKAA40
BQ301 60
BQ5733633257

*REMOVED NOV 1979
UNDER RECORD FOR RETRIEVAL*

S-E-C-R-E-T

71 FEB 1979 (F)

SECRET

FEB

119477 PERIODIC SUPPLEMENT Return to
 PERSONAL HISTORY STATEMENT THIS DATE
 19 OCT 1957

INSTRUCTIONS

This form provides the means whereby your official personnel record will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through IV in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires coverage. Items not covered should have been previously reported.

SECTION I

GENERAL

DATE 26 OCT 1957

1. FULL NAME (Last-First-Middle)

TARASOFF DORIS DIMITRY

[Large empty rectangular box for personal history details]

IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

SECTION III

MARITAL STATUS

1. CHECK IN ONE: SINGLE MARRIED WIDOWED SEPARATED DIVORCED ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

WIFE OR HUSBAND: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

[Large empty rectangular box for marital history details]

SECRET

(When Filled In)

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE (From and To) BY MONTH AND YEAR <u>3 Feb 1941 - 20 Oct 1945</u>	
22. BRANCH OF SERVICE <u>Army</u>	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED <u>U.S.A.</u>
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN	

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES			

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. IF YOUR ANSWER IS "NO" TO THE ABOVE, STATE SOURCES OF OTHER INCOME		

3. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS	
NAME OF INSTITUTION	ADDRESS (City, State, Country)

SECTION V CONTINUED TO PAGE 3

SECRET

SECRET

(When Filled In)

SECTION V CONTINUED FROM PAGE 2

4. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? YES NO

5. IF

6. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? YES NO

7. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE COMPLETE DETAILS

8. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? YES NO IF YOU HAVE ANSWERED "YES", GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

SECTION VI

CITIZENSHIP

1. PRESENT CITIZENSHIP (Country)
U.S.A.

2. CITIZENSHIP ACQUIRED BY - CHECK (IN) ONE:
 BIRTH MARRIAGE OTHER (Specify): Naturalized

3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? YES NO

4. GIVE PARTICULARS

5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.)

SECTION VII

EDUCATION

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED

<input type="checkbox"/> LESS THAN HIGH SCHOOL GRADUATE	<input type="checkbox"/> OVER TWO YEARS OF COLLEGE - NO DEGREE
<input type="checkbox"/> HIGH SCHOOL GRADUATE	<input type="checkbox"/> BACHELOR'S DEGREE
<input type="checkbox"/> TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	<input type="checkbox"/> GRADUATE STUDY LEADING TO HIGHER DEGREE
<input checked="" type="checkbox"/> TWO YEARS COLLEGE OR LESS	<input type="checkbox"/> MASTER'S DEGREE <input type="checkbox"/> DOCTOR'S DEGREE

2. COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE REC'D	DATE REC'D	SEM/QTR. HOURS SPECIFY
	MAJOR	MINOR	FROM	TO			
Russian University of N.Y., N.Y.C.	General		1924	1926			

3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
Cooper Union Art School in New York City	Fine Arts	1927	1927	10
Cooper School of Art in Cleveland, Ohio	Commercial Art	1950	1951	21

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
MITC Camp Richie, Md	CIC Course	1944	1945	2
University of Penn. Philad. Pa.,	German Language, CIC	April	1945	1

5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE
Advanced CIC Course, Oberursel, Germany, in July 1945

SECRET

SECRET

(When Filled In)

SECTION VIII FOREIGN LANGUAGE ABILITIES																
LANGUAGE <i>(List below each language in which you possess any degree of competence. Indicate your proficiency to read, write or speak by placing a check (X) in the appropriate boxes)</i>	COMPETENCE - IN ORDER LISTED										HOW ACQUIRED					
	EQUIVALENT TO NATIVE FLUENCY	FLUENT BUT CONVERSATION FOREIGN	ADEQUATE FOR RESEARCH	ADEQUATE FOR TRAVEL	LIMITED KNOWLEDGE	NATIVE TO COUNTRY	PROLONGED RESIDENCE	CONTACT (WITH PARENTS ETC.)	ACADEMIC STUDY (ALL LEVELS)							
	R - READ W - WRITE S - SPEAK															
	R	W	S	R	W	S	R	W	S	R	W	S				
2. IF YOU HAVE CHECKED "ACADEMIC STUDY" UNDER "HOW ACQUIRED", INDICATE LENGTH AND INTENSIVENESS OF STUDY																
3. DESCRIBE YOUR ABILITY TO DO SPECIALIZED LANGUAGE WORK INVOLVING VOCABULARIES AND TERMINOLOGY ON THE SCIENTIFIC, ENGINEERING, TELECOMMUNICATIONS, MILITARY OR ANY OTHER SPECIALIZED FIELD																

SECTION IX GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE", INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
Russia (Ukraine)	General	1908 - 1920	Native			
Turkey (Istanbul area)	General	1920 - 1923	Yes			
Germany (U.S. Zone)	General	May 1945 - Oct 1945				U.S. Army
2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE						
Russia - I am a native of that country						
Turkey - I lived there as a stateless person for 3 years						
Germany - I was with the U.S. Army of Occupation						

SECTION X TYPING AND STENOGRAPHIC SKILLS				
1. TYPING (W.P.M.)	2. SHORTHAND (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM		
30		<input type="checkbox"/> GREGG	<input type="checkbox"/> SPEEDWRITING	<input type="checkbox"/> STENO TYPE
OTHER (Specify):				
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Mimeograph, Card Punch, etc.)				

SECTION XI SPECIAL QUALIFICATIONS	
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH	Badminton - fair, Soccer - Fair, Photography - good, Philately - good, Oil-painting - good, Reading - good.
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK	My training and experience with the CIC would indicate the type of work for which I am best qualified.
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTWAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.	
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OR ISSUING STATE, AND REGISTRY NUMBER, IF KNOWN.	
5. FIRST LICENSE OR CERTIFICATE (Year of issue)	6. LATEST LICENSE OR CERTIFICATE (Year of issue)

SECRET
(When Filled In)

SECTION XI CONTINUED FROM PAGE #

7. LIST ANY SIGNIFICANT PUBLISHED MATERIAL OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested) INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

Public Speaking and public relations experience on the Executive Board of Greater Alameda County C.I.O. Council

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

Chairman of the Circle of Youth "Russian Culture", New York, N.Y. 1937 - 1940
The National CIC Association, 1956 - present

SECTION XII ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
2 Mar 1956 to 27 Jun 1956	7	DDP/FI/CI/ICD
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
none	Intelligence Assistant	
6. DESCRIPTION OF DUTIES		
Research, analysis, and translation of materials in the Russian Language, including extensive work with microfilmed materials.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
27 Jun 1956 - 9 Sep 1956	7	OO/FDD/BU
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
none	Intelligence Assistant	
6. DESCRIPTION OF DUTIES		
Reading newspapers and periodicals, abstracting information of intelligence value and compiling it into reports.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
9 Sep 1956 - present	7	OO/FDD/BU
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
none	Foreign Documents Officer	
6. DESCRIPTION OF DUTIES		
Abstraction of intelligence information from Soviet newspapers and periodicals and compiling it into reports.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

SECRET
5

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION XIII

CHILDREN AND OTHER DEPENDENTS

1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.

2

2. NUMBER OF OTHER DEPENDENTS (including parents, stepparents, sisters, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.

1

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

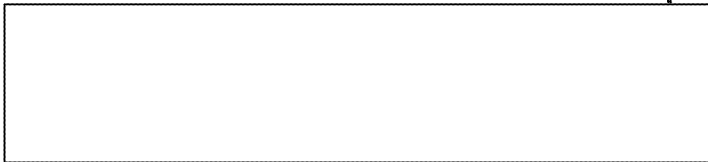
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
Anna Tarasoff	wife	1923		X	USA	[Redacted]
Barbara Tarasoff	daughter	1945		X	USA	same as above
Raymond Tarasoff	son	1949	X		USA	same as above

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

Places of residence:

- 18 Feb 1956 - 7 Jul 1956
- 7 Jul 1956 - 1 Dec 1956
- 1 Dec 1956 - Present

EOD Date: 20 Feb 1956



DATE COMPLETED 19 April 1957

SIGNATURE OF EMPLOYEE: Sam D. Tarasoff

SECRET



SECURITY AGREEMENT

June 12, 1955
Date

1. I am aware of the fact that the Central Intelligence Agency by reason of the sensitive nature of its work, must observe very strict security measures.

2. I agree to honor the requests of the Central Intelligence Agency relative to my application for employment or rendition of services whether it be accepted or rejected.

3. I agree not to inform anyone that I am being considered for a position in the Central Intelligence Agency, unless specifically authorized by a representative of the Central Intelligence Agency.

4. I agree not to disclose processing procedures I have observed in the Central Intelligence Agency.

5. I agree not to discuss by name or otherwise, any individuals with whom I have talked in the course of my application for employment to the Central Intelligence Agency.

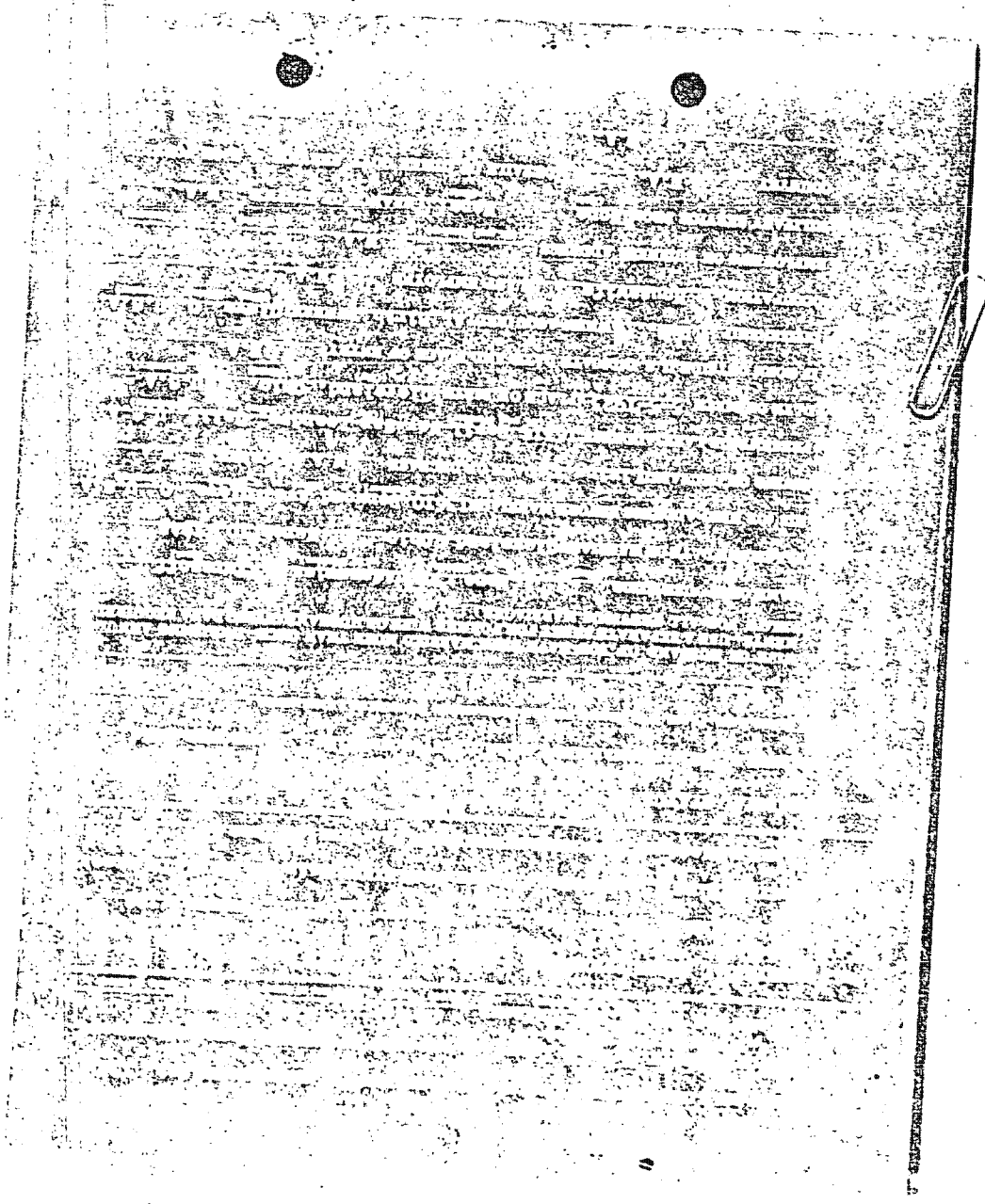
Boris D. Tarasoff
Signature

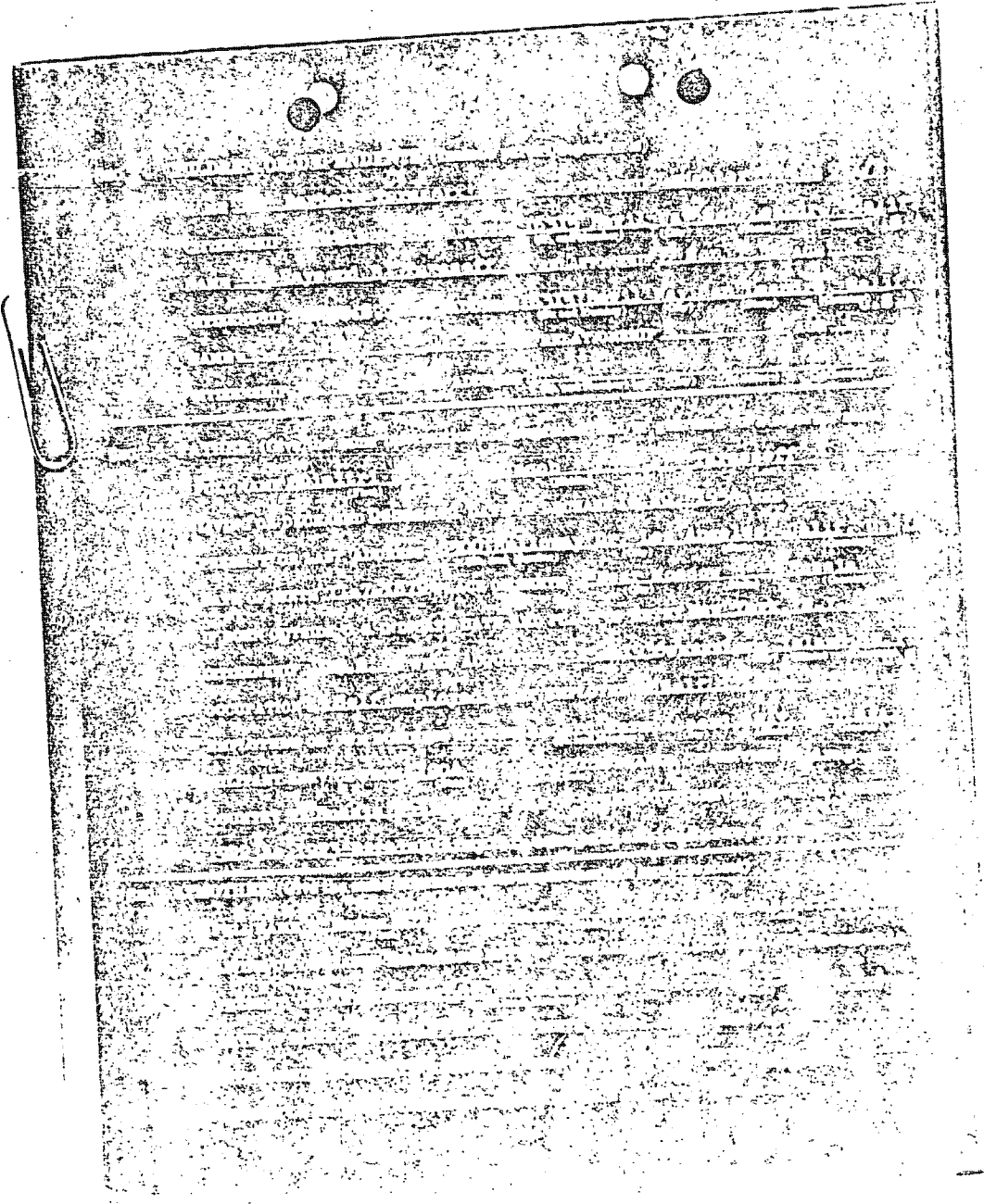
[Signature]
Witness

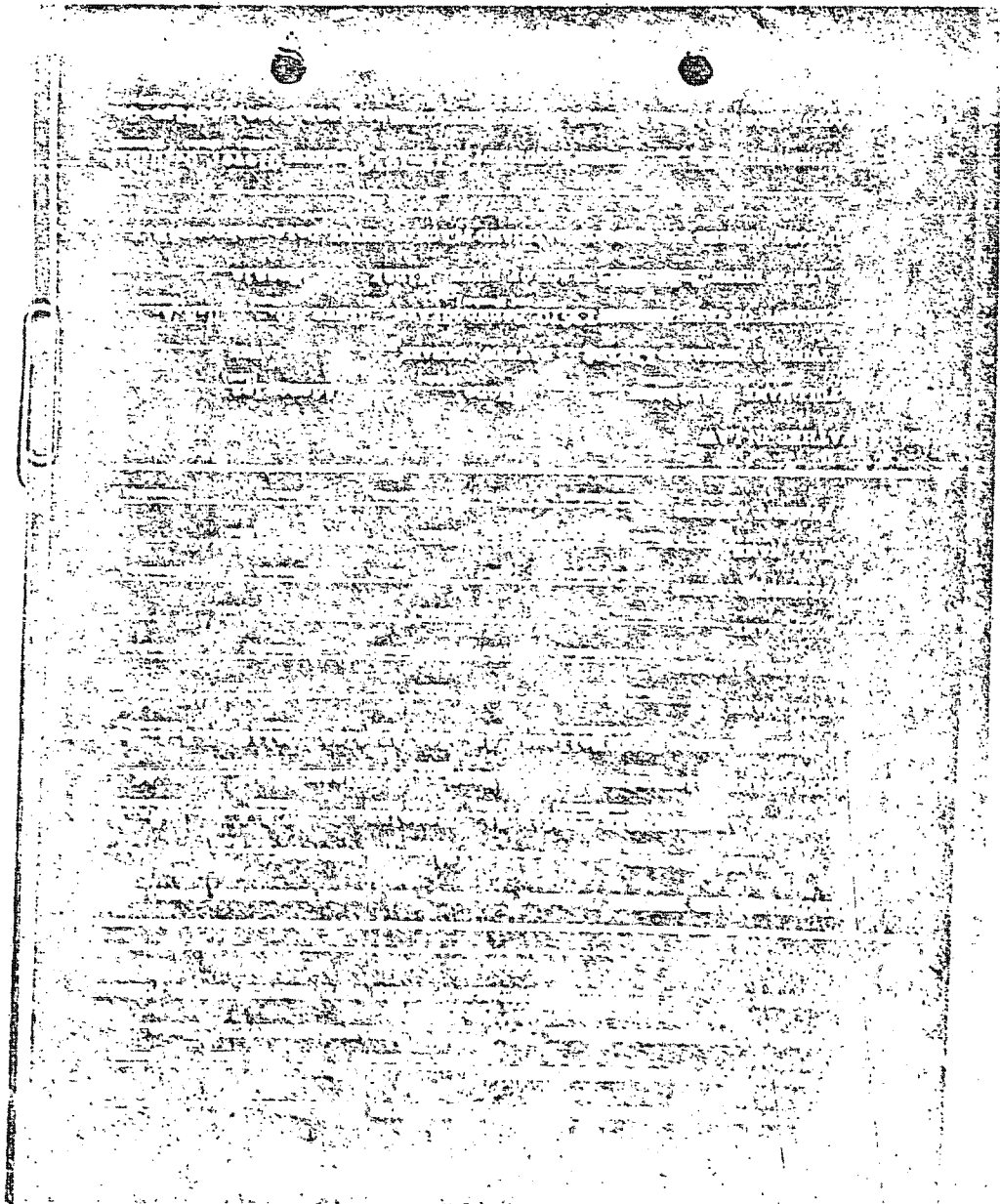
PERSONAL HISTORY STATEMENT

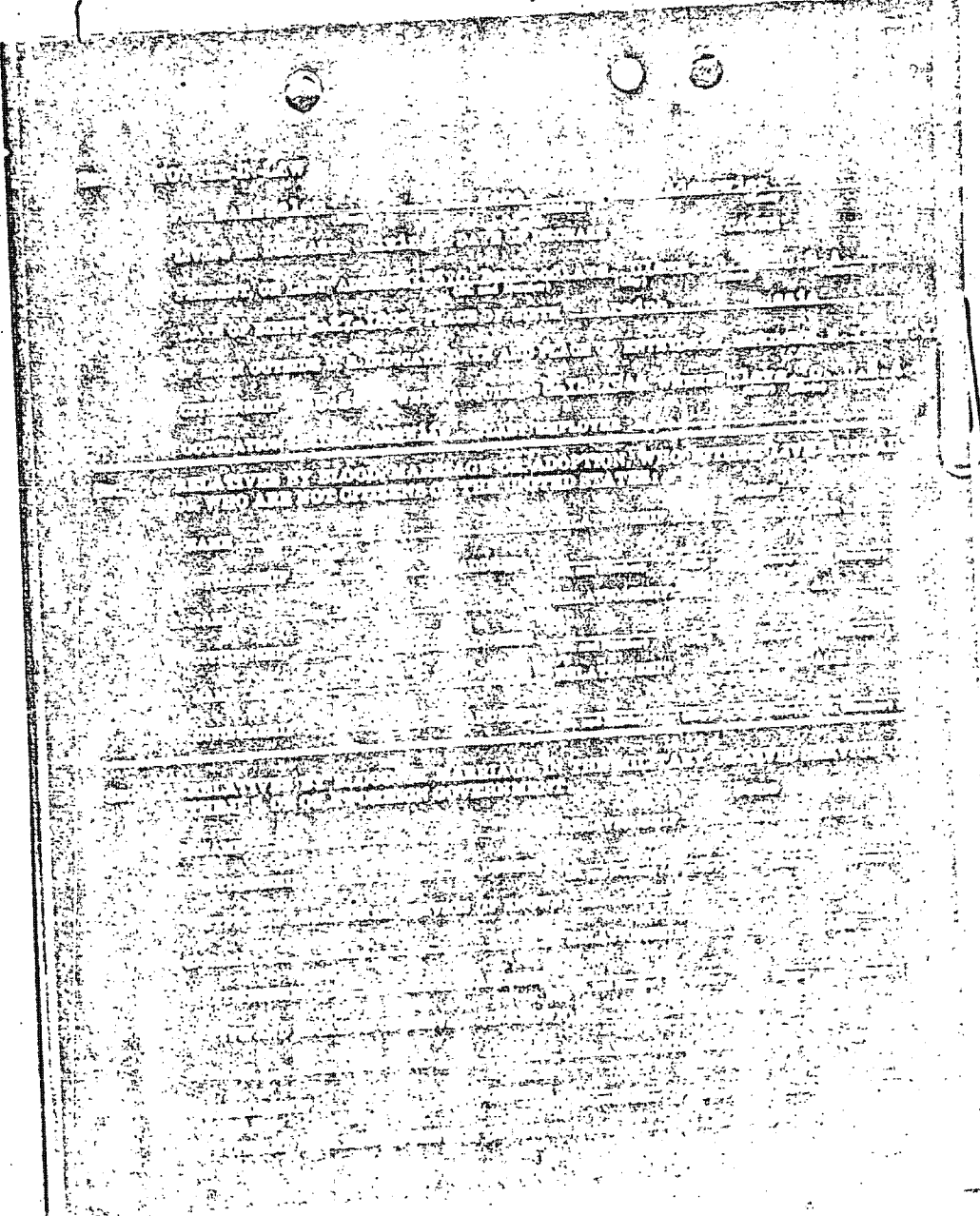
DWP

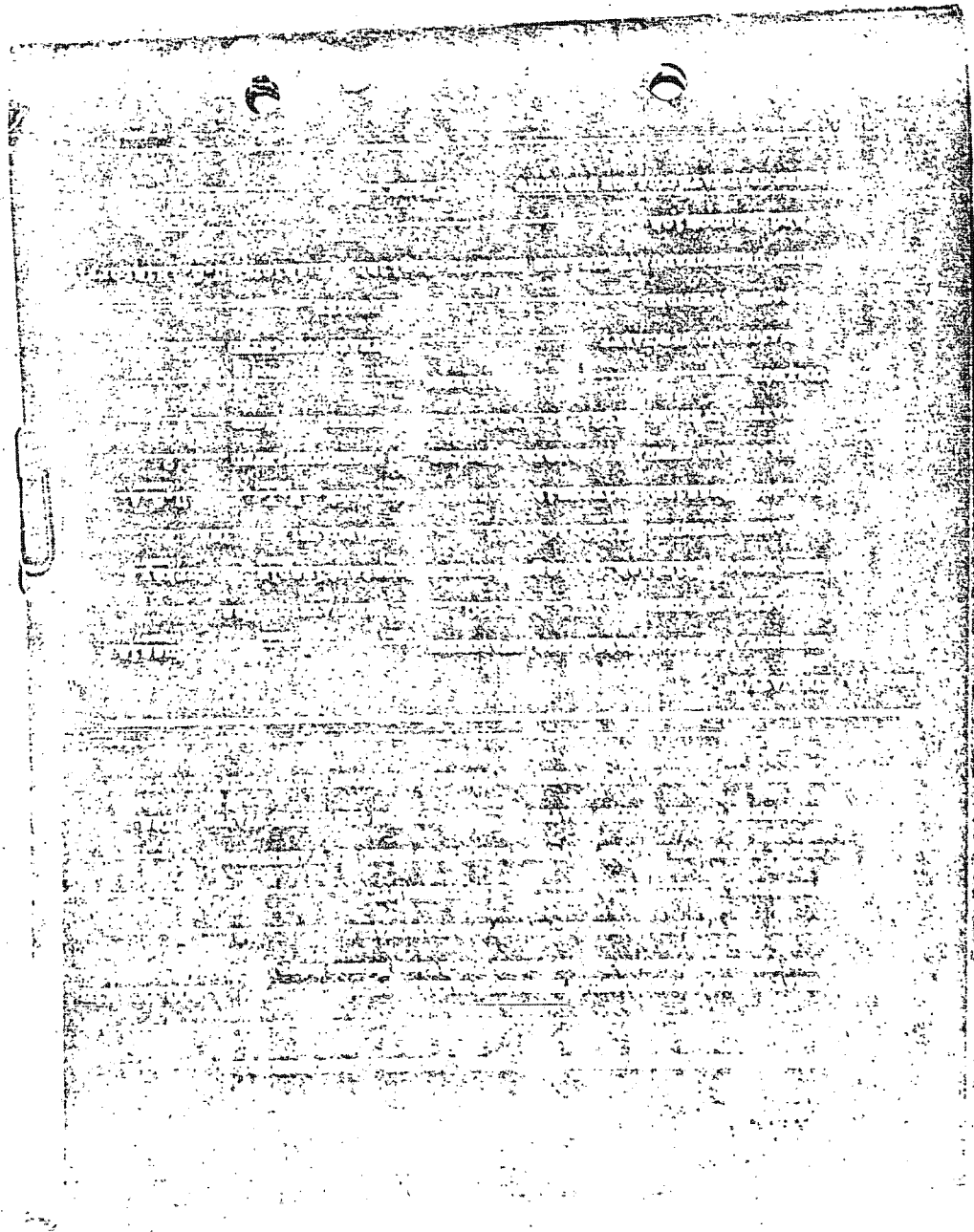
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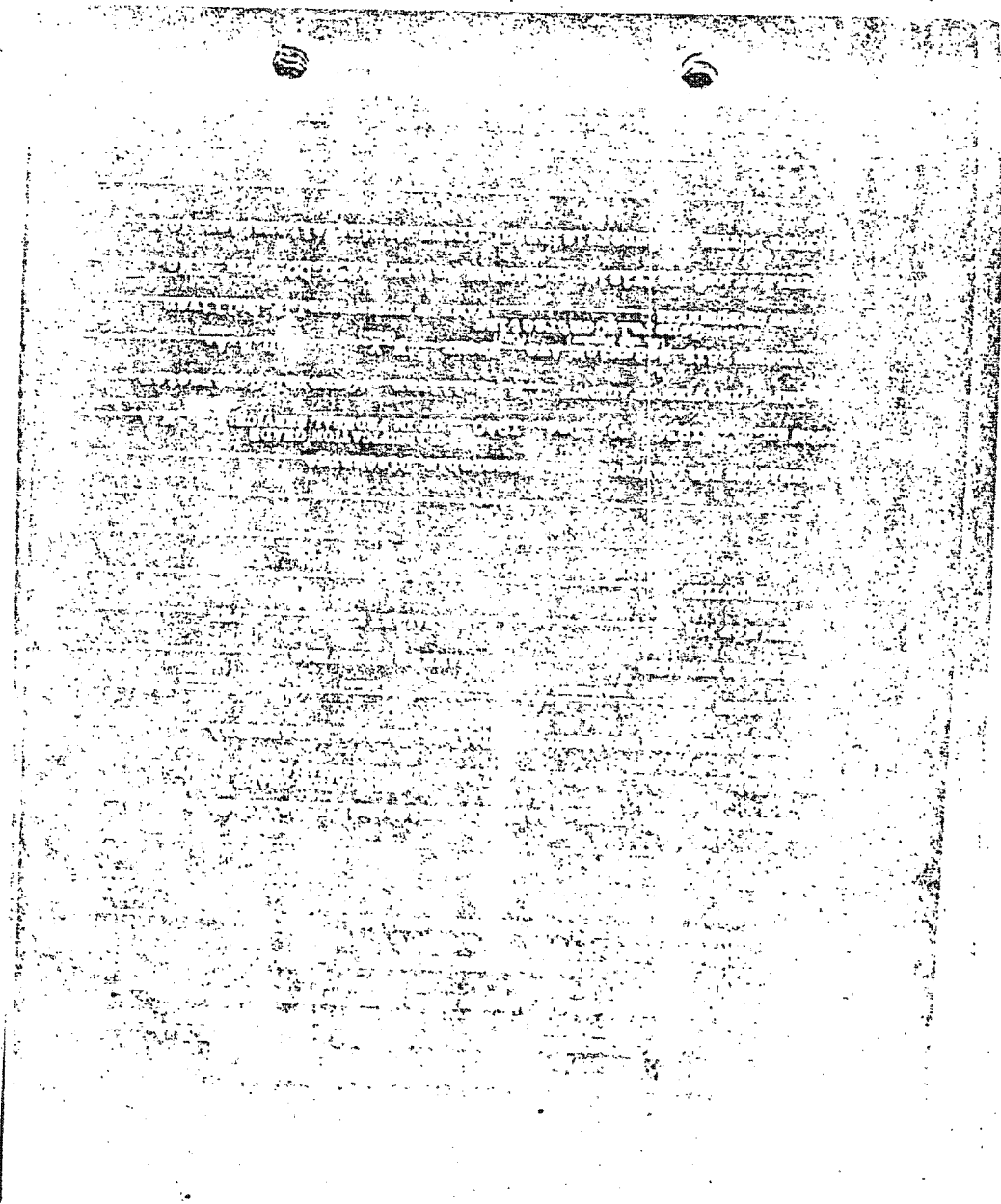


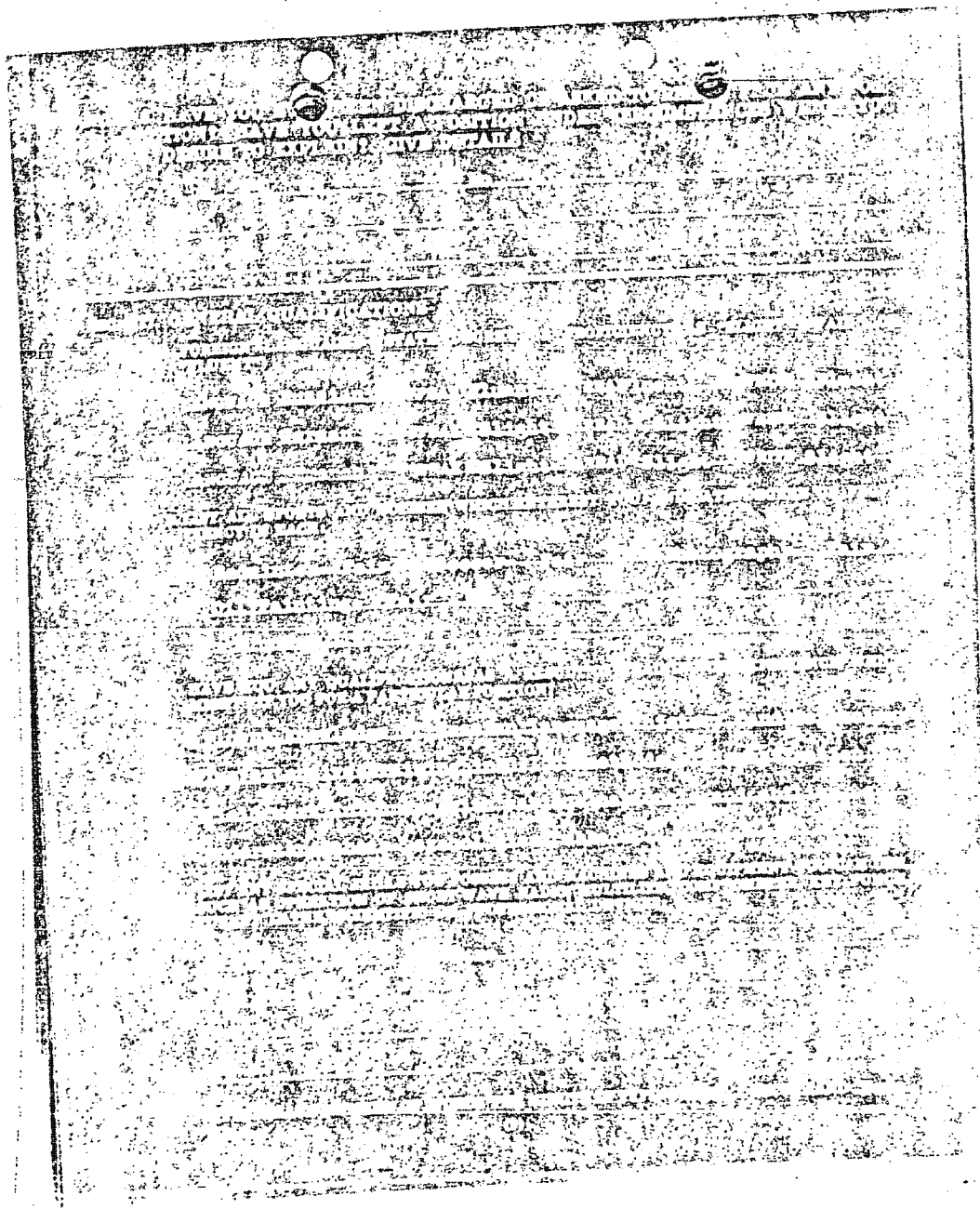


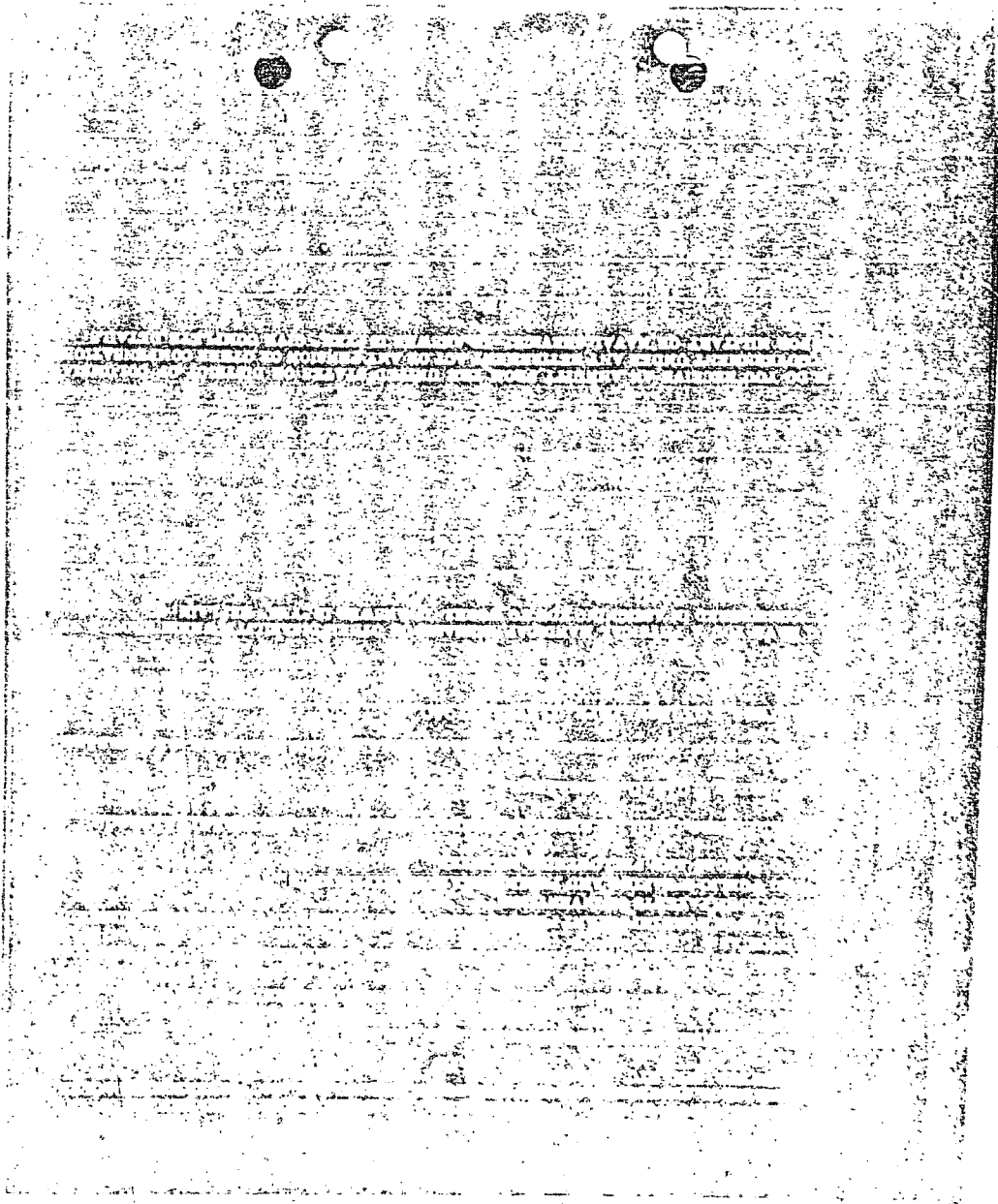




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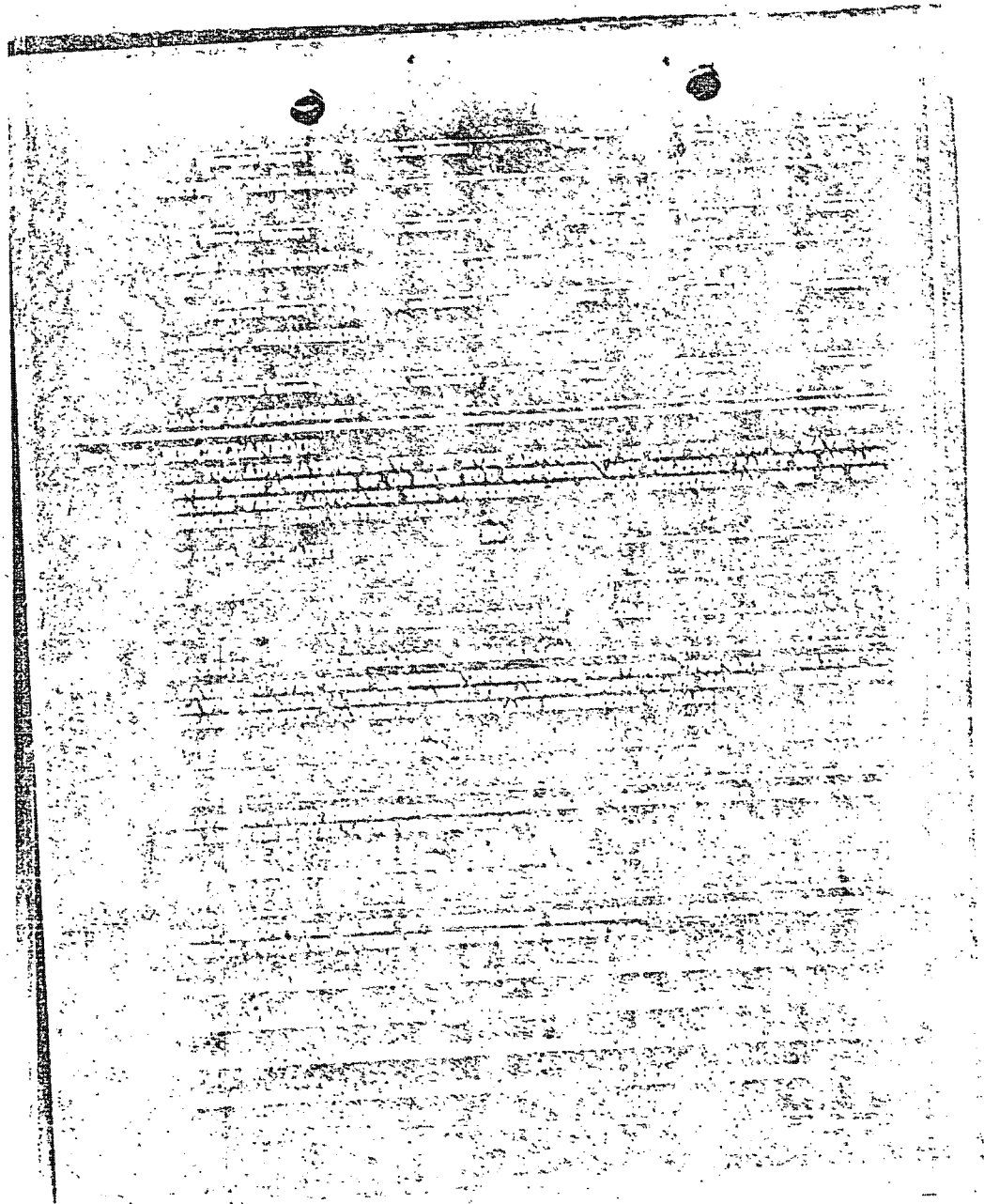


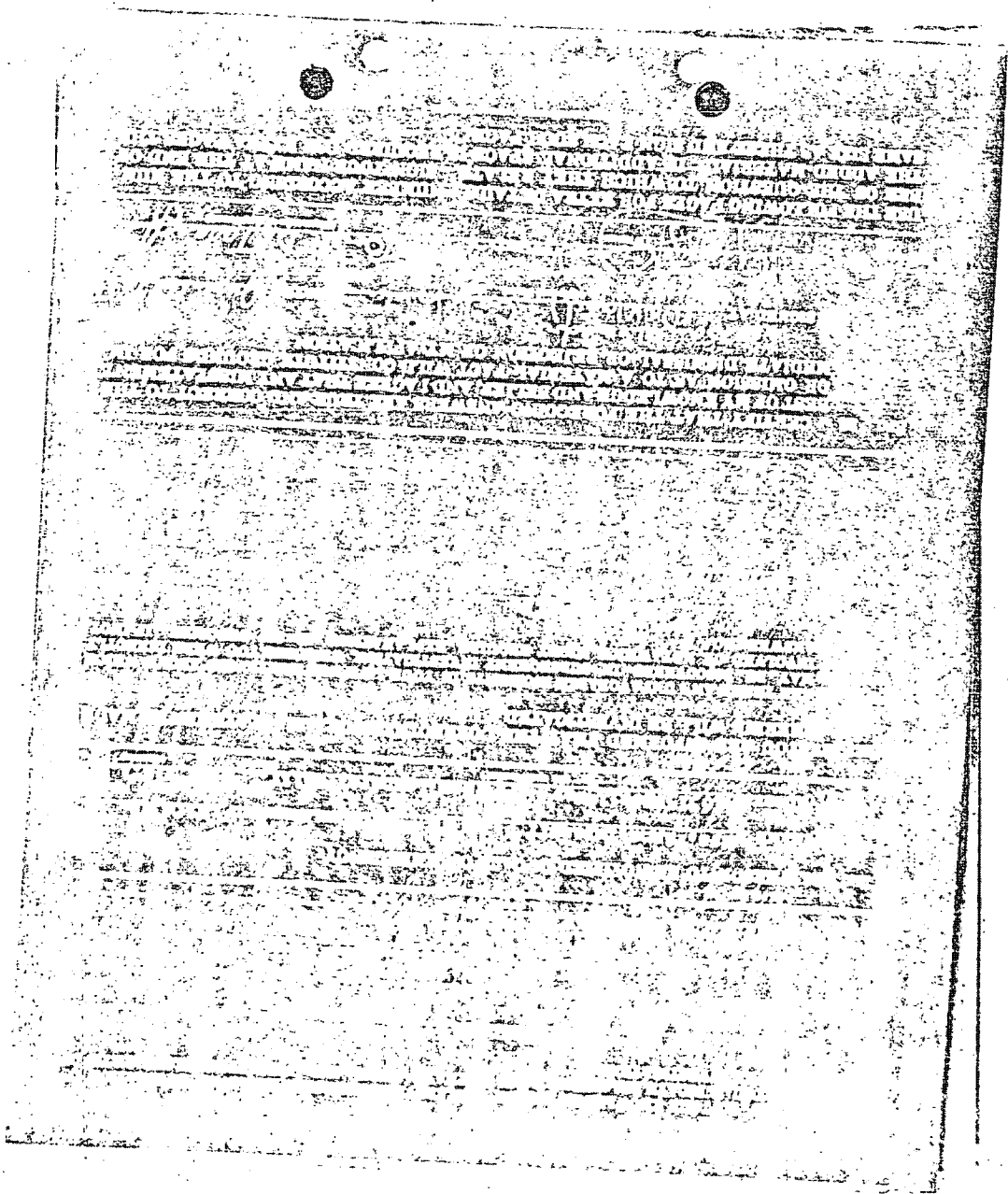


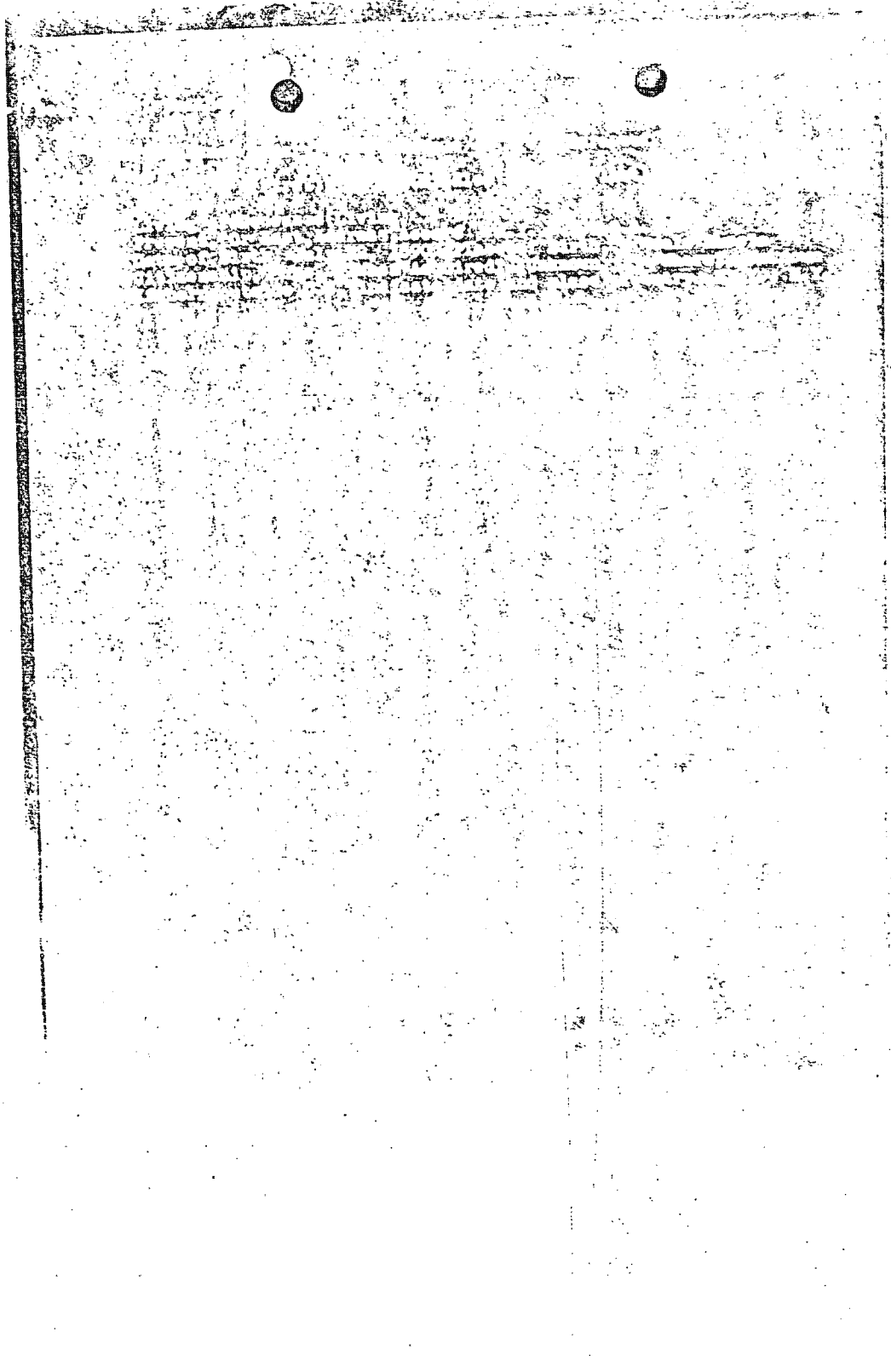


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14-00000

CONFIDENTIAL
(When Filled In)

STAFF AGENT CLEARANCE

DATE : 28 May 1963

YOUR REFERENCE: Request for Security Clearance dated 28 May 1963 d

CASE NO. : 104887

TO : Chief, Contract Personnel Division

ATTN. : Staff Agents Branch

SUBJECT : *JANADON, P. W. A.*
~~_____~~

1. This is to advise that a security clearance is granted for the employment of the Subject as a Staff Agent, GS-11, by DDF/WII/3, in the capacity of

Operations Officer at Mexico City, Mexico.

2. If your office should desire at a later date to change the status or use of the Subject, a request to cover any proposed change should be submitted to this office.

3. Unless arrangements are made within 60 days for entrance on duty within 120 days, this Approval becomes invalid.

4. As a part of entrance on duty processing:

- A personal interview in the Office of Security must be arranged by your office.
- A personal interview is not necessary.
-

W. A. Osborne
W. A. Osborne

CHIEF, PERSONNEL SECURITY DIVISION, OS

CONFIDENTIAL
SECURITY INFORMATION
SECURITY APPROVAL

Date: 14 December 1955

Your Reference: C-1235 DDP *FI*
Case Number: 104887

TO: Chief, Records & Services Division
Personnel Office
FROM: Chief / Security Division
Personnel
SUBJECT: TARASOFF, Boris Dmitri

1. This is to advise you of security action in the subject case as indicated below:
 - Security approval is granted the subject person for access to classified information.
 - Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.
 - The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9
2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.
3. Subject is to be polygraphed as part of EOD procedures.

*Ed McNamee
advised 12/14/55
will call
[unclear]
[unclear]
[unclear]*

Ermal P. Geiss
Ermal P. Geiss
MG

CONFIDENTIAL